Town of Arlington
Board of Selectmen

Meeting Agenda

November 23, 2015
7:15 PM
Selectmen's Chambers, 2nd Floor, Town Hall

CONSENT AGENDA

1. For Approval: 'Cause + Event Arlington 2016' 5K Race, May 22, 2016
   Julie Vakoc and Robin Olinsky

LICENSES & PERMITS

2. Discussion and Adoption: Cable Television Ascertainment Report and Process
   John F. Maher, Esq.
   Cable Advisory Committee Chair
3. For Approval: Revised Notices Policy
   Douglas W. Heim, Town Counsel

CITIZENS OPEN FORUM - SIGN IN PRIOR TO BEGINNING OF OPEN FORUM

Except in unusual circumstances, any matter presented for consideration of the Board shall neither be acted upon, nor a decision made the night of the presentation in accordance with the policy under which the Open Forum was established. It should be noted that there is a three minute time limit to present a concern or request.

TRAFFIC RULES & ORDERS / OTHER BUSINESS

4. Request: 2nd Space, On Street Overnight Parking @ 41 Palmer Street
   Scott McKenzie
5. For Approval: Handicap Parking Sign @ 12 Lockeland Avenue
   Linda Papazian
   (tabled from 11/9/15 meeting)
6. For Approval: Capitol Square Banners
   Jan Whitted, Owner, Artbeat for the Capitol Square Business Association
7. For Approval: Request Letter for Heavy Commercial Vehicle Exclusion on Jason Street
   Steven M. Byrne, Selectman
8. For Approval: CDBG Reallocation Request
   Adam W. Chapdelaine, Town Manager
9. For Approval: Request for Proposals - 1207 Mass. Ave.
   Adam W. Chapdelaine, Town Manager

10. Vote: Special Town Meeting, January 25, 2016
    Adam W. Chapdelaine, Town Manager
11. For Approval: Opening of Special Town Meeting Warrant

CORRESPONDENCE RECEIVED

Request Traffic Calming Along Gray Street
Greg Thompson, 249 Gray Street

Request Crosswalk on Mass. Ave. Near Palmer St.
Barbara Wexler, 12 Pond Lane #41

Request 'No Right on Red' Sign @ Intersection of Forest Street and Summer Street
Maria S. Tsihlis, 2 Glenbrook Lane

NEW BUSINESS

EXECUTIVE SESSION

Next Scheduled Meeting of BoS December 7, 2015

Town of Arlington, Massachusetts

For Approval: 'Cause + Event Arlington 2016' 5K Race, May 22, 2016

Summary:
Julie Vakoc and Robin Olinsky

ATTACHMENTS:

	Type	Description
	Reference Material	Police Recommendations
	Reference Material	'Cause and Event' Race Info

ARLINGTON POLICE DEPARTMENT

CHIEF OF POLICE
Frederick Ryan

POLICE HEADQUARTERS
112 Mystic Street
Telephone 781-316-3900
Facsimile 781-316-3919

Town of Arlington
MASSACHUSETTS 02474

MEMORANDUM

TO: Marie Krepelka
Board Administrator

FROM: Officer Corey P. Rateau
Traffic and Parking Unit

DATE: November 17, 2015

RE: Cause + Event 5K Road Race 2016

At your request, the Traffic and Parking Unit reviewed Ms. Vakoc's proposal to hold a 2nd annual 5K road race in Arlington. While we have no objections to allowing this race to occur as proposed, we do have some concerns with increasing the number of participants to 1,000.

Please advise Ms. Vakoc that we will require the same level of police coverage as last year's race but will reevaluate the number of officers required for any future races if necessary.

Ms. Vakoc should contact the Traffic and Parking Unit one month prior to the event to finalize all race preparations.

CPR

Cc: Frederick Ryan, Police Chief

Capt. Julie Flaherty, Support Services Commander

Sgt. Sean Kiernan, Details and Licensing Supervisor

Adam Chapdelaine, Town Manager

Cause + Event Arlington 2016

5K race to benefit local non-profits

CAUSE
+EVENT

Cause + Event Foundation: Vision and Mission

- To raise as much money as possible for as many causes possible in as many communities possible.
- To be four things in every community where we race: Affordable. Local. Small. Fun.
- To connect the philanthropic giving of athletes who participate in our events to the causes they hold dear.

CAUSE +EVENT

Race History & Overview

- Cause + Event was founded in 2012 in Portland, OR to raise money for non-profit organizations through a 5K road race.
- The Cause + Event expanded to its first new city, Arlington, in 2015 and will continue to expand into Boise, ID in 2016.
- What is unique about this race is that each participant has the ability to select any Guidestar verified 501c3 nonprofit as the recipient of a minimum of half of their registration fee. By allowing runners to select their own charity, the race allows small and/or local non-profits an opportunity for fundraising without putting on their own race.

CAUSE
+EVENT

2015 Arlington Race Review

- Race took place on Sunday, May 17 – start and finish in the AHS parking lot on Millbrook St. and kids race on Peirce baseball field
- Registration sold out with 680 local runners one month prior to race day
- 200+ 4th and 5th grade FitGirls participated
- Received positive feedback from community sponsors and participants
- Raised more than $10,000 for 89 non-profits*, many of which were local to Arlington, including:
  - Arlington EATS - $805
  - Children's Room - $735
  - Lesley Ellis School Financial Assistance Fund - $495
  - Arlington Education Foundation - $360
  - Six Arlington elementary schools - $1435

CAUSE +EVENT

* Full charity list on last page of deck

Cause + Event 2015 Charities

- A2Empowerment
- Alpha Chi Omega Foundation
- Alzheimer's Foundation of America
- American Cancer Society
- Argenziano School PTA
- Arlington EATS
- Arlington Education Foundation
- Arlington Food Pantry
- Arlington High Cross Country Team
- Arlington High Girls Lacrosse Team
- Autism Speaks
- Bikes Not Bombs
- Boston Area Gleaners
- Boston Area Rape Crisis Center
- Boston Healthcare for the Homeless
- Boys & Girls Club of Southwest Washington
- Brackett School PTO
- Buddy Dog Humane Society
- Camp Sunshine
- Casa Connection
- Cause + Event Foundation
- Children's Room
- Court Appointed Special Advocates
- Dallin School PTO
- Dana Farber Cancer Institute
- Dedham Education Foundation
- Elijah Family Homes
- Encompass Northwest
- Epiphany School
- Families First Parenting Programs
- Fenway Community Health Center
- Finca International, Inc.
- Friends of Haggerty School
- Friends of Somerville Public Library
- Friends of Spy Pond Park
- Girls on the Run - Northern Virginia
- Great Dog Rescue NE
- Hardy School PTO
- Heart Brothers Foundation
- Heart Strides
- Help Our Military Heroes
- Highrock Covenant Church
- Horizons For Homeless Children
- Jeff's Place Children's Bereavement Center
- Joslin Diabetes Center, Inc.
- Juvenile Diabetes Research Foundation
- Kimberly Patterson Murphy Leukemia Research Fund
- Lesley Ellis School Financial Assistance Fund
- Leukemia & Lymphoma Society
- Lexington Community Farm Coalition
- Limbs for Life Foundation
- MacArthur PTO
- Make A Wish Foundation of America
- March of Dimes
- Maristhill Nursing & Rehabilitation Center
- MSPCA
- Melanoma Foundation of New England
- Mercy Corps Nepal Earthquake Response Fund
- Mystic River Watershed Association
- National Multiple Sclerosis Society, Greater NE Chapter
- National Parks Conservation Association
- Neighbor Brigade
- Neurofibromatosis Incorporated Northeast
- Open Center for Children
- Partners in Health
- Peirce School PTO
- Planned Parenthood League of MA
- Portland Youth Builders
- Reader to Reader, Inc.
- Resist
- Samaritan's Boston
- Sandy Hook Promise Foundation
- Save a Dog
- Save the Children Federation Inc.
- Smile Train, Inc
- Somerville Homeless Coalition
- Spastic Paraplegia Foundation, Inc.
- Stratton School PTO
- Sudden Infant Death Syndrome Alliance, Inc
- Susan B Komen
- Teak Fellowship
- The Greene Team
- Thompson Elementary School PTO
- Thyroid Cancer Survivors Association
- Transition House
- Two Hearts for Hope
- U.S. Fund for UNICEF
- Union of Concerned Scientists
- World Wildlife Fund
- YMCA of Greater Boston
- Young Survival Coalition

Proposed 2016 Event Details

- **What**: 5K race raising money for any GuideStar verified non-profit
- **When**: Sunday, May 22, 2016
  - 5k race at 8:00 am, free Kids Fun Run at 7:30 am
- **Where**: Start and finish behind Arlington High School – route along Mass Ave. and the Minuteman Bikeway
- **Attendance Goals:**
  - 5K Runners: 1,000
  - Volunteers: 100
  - Kids Fun Run: 125

CAUSE +EVENT

Schedule of Events

Day Prior to Event

- Pack pick-up

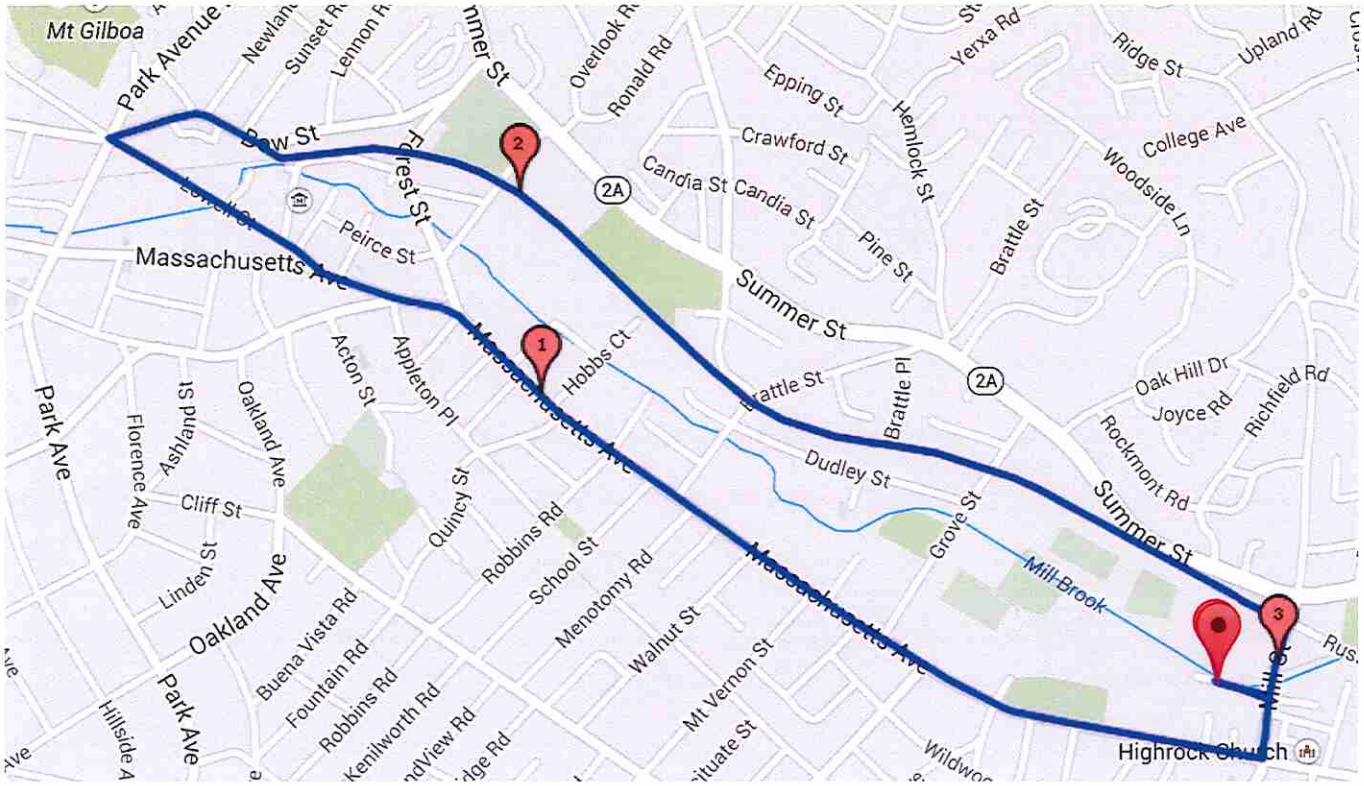
Day of Event – Arlington High School parking lot

- Packet pick-up 6:30 - 7:30am
- Expo 6:30am-10am
- Kids run 7:30am - 7:45am
- Kids events – 8:00am – 10:00am
- 5K race 8am – 9:15am

CAUSE +EVENT

Proposed Route

Partnered with the Arlington Police Department to develop the route for 2015 and would like to use again in 2016.
http://www.gmap-pedometer.com?r=6483883



CAUSE +EVENT

Community Engagement

- Promote event to Arlington non-profits to encourage participation
  - Organizations that provide runners and race-day volunteers will be given space at the expo, as well as extra fundraising contributions.
- Encourage entire families to participate in both the Kids Run and 5K to promote health and wellness initiatives in the community.
- Partner with school PTOs

CAUSE +EVENT

Community Impact

- Race route avoids major traffic intersections and early start time should minimize traffic disruption.
- Early Sunday morning start time will reduce any negative impact to the community including conflicts with churches, businesses and school events.
- Use of the Minuteman Bike Path will capitalize on one of Arlington's greatest assets while minimizing road closures.

CAUSE
+EVENT

Contact Information

We are happy to provide more information about the race and our plans. Feel free to contact us any time.

Julie Vakoc
Julie.vakoc@gmail.com
857-928-2272

Robin Olinsky
robinolinsky@gmail.com
617-501-2899

CAUSE +EVENT

Town of Arlington, Massachusetts

Discussion and Adoption: Cable Television Ascertainment Report and Process

Summary:
John F. Maher, Esq.
Cable Advisory Committee Chair

ATTACHMENTS:

	Type	Description
	Reference Material	Cable Ascertainment Report

JOHN F. MAHER
ATTORNEY AT LAW

November 18, 2015

Board of Selectmen
Town of Arlington
Town Hall
730 Massachusetts Avenue
Arlington, MA 02476

RE: **Cable Ascertainment Report**

Dear Honorable Members:

With the assistance of the Town Manager and Town Counsel the Cable Advisory Committee has drafted an Ascertainment Report as required under State and Federal law. It is attached for your consideration. As you can see, it is broken down into various categories, each representing a stage of the Ascertainment process. They include a survey, a public hearing held by the members of your Board on April 15, 2015, and interviews with several stakeholders, including Department heads and representatives of the Arlington Community Media, Inc. In conjunction with the Town Manager, I will be present at your next meeting on November 23, 2015, to briefly summarize the process and respectfully request that the Board adopt the Ascertainment Report as the Licensing Authority for the Town of Arlington. I have omitted the Exhibits to the Report as they are too voluminous to include, however, copies of same are in the Board's office if any Member wishes to examine them. The principal exhibit is the ACMI Report, which I have previously sent to each of you some time ago.

Please do not hesitate to call me if you have any questions prior to the meeting.

I look forward to seeing you all on Monday.

Respectfully,

John F. Maher, Chair
Cable Advisory Committee

Enclosure
cc: Town Manager
Town Counsel
Cable Advisory Committee

990 MASSACHUSETTS AVENUE, UNIT 44
ARLINGTON, MASSACHUSETTS 02476

TELEPHONE (781) 589-1999
EMAIL: JOHNNYCAPE@HOTMAIL.COM

TOWN OF ARLINGTON

CABLE TELEVISION MULTIPLE LICENSE RENEWAL ASCERTAINMENT REPORT NOVEMBER 16, 2015

In accordance with the Cable Communications Policy Act of 1984 and Chapter 47 of the Cable Services Code, Section 546(a), the Board of Selectmen of the Town of Arlington ("Town") as Cable Television Issuing Authority, pursuant to Massachusetts General Laws Chapter 166, hereinafter ("the Board") or the ("Issuing Authority"), has conducted a public ascertainment process in the Town in connection with the determination of the Town's cable television license renewal needs and interests. The Board has issued three such licenses to, hereinafter ("Comcast," "Verizon," and "RCN"). Comcast's license expires on June 25, 2016; RCN's expires on September 10, 2016; and Verizon's license expires on March 26, 2017.

THE ARLINGTON ASCERTAINMENT PROCESS

The Issuing Authority provided for various components of the ascertainment process. Primary aspects of the process include an online survey, a public hearing and several meetings with the various stakeholders including the public access corporation, namely, the Arlington Community Media, Inc., hereinafter ("ACMI") as well as various Department Heads of the Town and other interested parties. Each aspect of the aforementioned components will be treated in turn.

THE SURVEY

The online survey was conducted from September 29, 2014, to November 1, 2014. The entire survey is attached hereto as Exhibit A. Highlights are set forth herein. There were 771 respondents. The first question posed was what cable service the respondent subscribed to. Comcast received 25.85%; RCN, 21.93%; Verizon, 41.51%; and 10.7% of the respondents said they do not subscribe to local cable.

Approximately two-thirds of the respondents indicated a general satisfaction with the cable service they subscribed to; whereas, 18% were dissatisfied and approximately 15% gave no opinion. The examples of the reasons for those indicating dissatisfaction are set forth in the answer to Question 3 on the survey. (**See Exhibit 1**).

Questions 4, 5 and 6 of the survey dealt with the local public, educational and governmental (PEG) access programming to cable television subscribers. Over two-thirds of the respondents indicated that they were aware of the PEG access programming provided by the Arlington Community Media, Inc. (ACMI), and less than one-third were unaware of it. Of the respondents approximately 65% were very satisfied with access programming, 7.6% were generally satisfied, 4.3% were not satisfied, and 23.1% had no opinion. Question 6 in answers provided by respondents set out some suggestions to ACMI as to how to improve its

performance. Questions 7 and 8 dealt with the location and quality of service provided by the local office of the respective cable providers.

PUBLIC HEARING

The public hearing was held on April 15, 2015, in the Lyon's Hearing Room on the second floor of the Arlington Town Hall located at 730 Massachusetts Avenue, Arlington. Three members of the Board of Selectmen, as Licensing Authority, presided over the hearing, namely, Daniel J. Dunn, who acted as Chair, Stephen M. Byrne and Joseph A. Curro, Jr., Board members. Also present were Adam Chapdelaine, Town Manager, and Marie Krepelka, Board Administrator as well as members of the Town's Cable Advisory Commission, Chair John F. Maher, Esq. David Good, who also serves as the Town's Director of Information Services, Michael Quinn, Ph.D., and Joseph Weihs. Members of the public were invited to give testimony on two points. The first issue was to assist the Licensing Authority in identifying cable-related community needs and interests. The second inquiry was to review the performance of Comcast, RCN and Verizon, respectively, under their current cable licenses. In all, 63 members of the community were present, and 25 attendees gave testimony. A copy of the transcript of the hearing, Pages 1 through 95, is attached hereto as **Exhibit 2**. It should also be noted that Comcast was represented by Jerry Buckley and Mike Galla. No representatives of RCN or Verizon were present.

The overwhelming majority of comments of attendees who gave testimony were directed to the performance of the Arlington Community Media, Inc. (ACMI). The comments were very favorable. Many of the testimonials were to the effect that ACMI provides a valuable public service in promoting local groups to reach the public with entertainment and educational program formats. ACMI provides technical and other support to local producers as well as providing programming by its in-house employees. Examples include a program run by the library at the Ottoson School which permits 200 students who come to the screening room to do homework as well as other projects with math and social studies teachers. Also, the students film school plays, graduation ceremonies and other events. ACMI provides workshops and production support in regard to these activities.

Other examples of the services provided by ACMI included testimony from a representative from the Arlington Friends of the Drama, who spoke about the promotional support provided by ACMI and, in fact, ACMI facilitated the taping of a play they produced that was broadcast over ACMI's local access channel. In addition, various young people who plan careers in various broadcasting media offered testimony about the substantial support that ACMI gave them in learning the technical aspects of producing their own shows. Many other people spoke about the valuable experience they derived, "finding their own voice," in producing shows in their particular are of interest. Many other people spoke to the feeling of community that ACMI provides by mutual support and encouragement. Several individuals giving testimony also spoke to the point as to how important it would be for ACMI to provide their programming in High Definition.

Major presentations were made by two representatives of ACMI. The first presenter was Norman McLeod, who is the Executive Director of ACMI. Mr. McLeod presented to the Board a copy of an Ascertainment Report for ACMI. It was submitted as an exhibit at the hearing and

is attached hereto as **Exhibit 3**. He pointed to the fact that the Report contained over 60 letters from residents and users of ACMI in support of the service that ACMI provides to the community. He indicated that there are currently nine employees, six-terabyte video services, a second location called Studio B on Massachusetts Avenue across from the High School, a news team called Arlington Public News with interns from five area colleges in a variety show which is literally seen around the world. ACMI is considered a leader in community television and serves as a model for other community stations. He pointed to the more than five pages in the ACMI report listing the non-profit and educational projects they were connected with over the past nine years. He did, however, lament that ACMI programming does not appear in the cable providers' program guide and hopes that this point could be successfully addressed during the negotiations. He indicated that ACMI provides many workshops to assist in citizen productions and estimated the value to be approximately $325,000.00 using Boston commercial rates.

In conclusion he urged that Board to consider asking the cable providers to provide support for cable-casting all of the local channels in High Definition. His future plans for ACMI would include acquiring small media production modules at each of the elementary schools similar to the studio created at the Ottoson Elementary School as well as the option of the purchasing and sharing out of a mobile production truck, which would permit ACMI to increase its televising of sports and similar events.

The final speaker was John Leone, Esquire, who along with being the Town Moderator serves as the President of ACMI. He introduced other members of the ACMI Board who were present at the hearing, namely Michael Healey, Martin Thrope and Linda Olsen. He observed that there are currently nine employees of ACMI and that he believes that ACMI has one of the largest PEG access studios in the Boston area. He asked that all of the local PEG channels, one each for public, educational, and governmental use, be maintained. ACMI receives approximately $850,000 to $900,000 a year total from the three cable providers. He requested that the Issuing Authority negotiate an increase in capital contributions so that the equipment which ACMI uses, most of which is outdated, can be replaced and upgraded. He impressed the importance of securing High Definition capability for each channel. He requested that the standard technology originated in the 1950s be upgraded to High Definition capability to take ACMI into the 21st century. He also requested that each company provide an electronic guide. He asked that all cable providers insist on friendlier customer-service people.

INTERVIEWS WITH STAKEHOLDERS

Several interviews were held by the Town Manager, Town Counsel and the Chair of the Cable Advisory Committee with various interested parties including representatives of ACMI and Town Department Heads. These interviews included Kathleen Bodie, Superintendent of Schools, Fred Ryan, Police Chief, Robert Jefferson, Fire Chief, and David Good, Director of Information Services. The overall concern of the Superintendent of Schools and the Director of Information Services was the goal of achieving a very substantial expansion of the Town's band-width capabilities. Both the Town side and school side access to the internet has increased exponentially since the inception of each of the respective cable companies contracts. Students throughout the school system have utilized to a greater and greater extent access to the internet, and this access has become an integral part of the learning process. The Town clearly must

expand its band-width capabilities to accommodate ever increasing reliance by students and other Town personnel on the internet.

The Fire Chief, Robert Jefferson, had particular concern regarding the utility companies of the Town as well as the cable company's use of telephone poles. His particular concerns are as follows:

1. Communication companies and their subcontractor should be held to a standard and/or time restriction for moving their lines off double poles. Each company is notified when it is its "turn" to move its lines from one pole to another. That company should be required to move that line within a defined time period.

2. Each cable company should provide the Fire Department with a direct contact or liaison who can be contacted in the event that these issues are not addressed in a timely manner.

3. Each cable company should provide the Fire Department with the address and phone number of the local office or service garage so that no time is wasted dealing with national offices. This is meant to address only hazardous conditions and maintenance issues on the local streets and double pole concerns.

4. The cable companies should either inform or train the Town's Public Safety Departments in identifying which lines belong to which company.

5. The cable companies should work to create a system of easily identifying each line and to which company it belongs. This can be done while moving forward and marking existing lines.

The Police Chief, Fred Ryan, would like to see Town police officers being able to have wireless capabilities for those I-Pads issued to Police Officers to facilitate the writing of reports regarding crime and accident scenes without having to return to the Police Station.

Chairman Dunn concluded the hearing by observing that the record of the hearing would be kept open until Noon on May 18th to receive written submissions.

Whereupon a motion was made to adjourn, and it was unanimously voted at 8:15 PM.

CAPITAL EQUIPMENT PLAN FOR ACMI

Much of the capital equipment utilized by ACMI is either out of date or needs replacement. The ACMI Ascertainment Report sets out in detail these shortcomings on pages 97 through 100 of their report attached hereto as **Exhibit 3**. Highlights include an update to the master control in the amount of $130,000.00, improvements to the editing suite in the amount of $75,000.00, purchase of a production truck in the amount of $84,000.00, the establishment of an Arlington High School media center in the amount of $80,000.00 and in general capital equipment replacement in the amount of $200,000.00. The total amount of these replacements and upgrades is $1,257,000.00. ACMI makes a compelling case that these capital equipment expenditures are necessary to permit it to continue to provide state-of-the-art PEG services for the Town. There is no question that both the Town government and the school system are in

need of technological capital equipment as permitted by law. It should be noted that ACMI currently leases its studio on Park Avenue in the Town, and the Town must in accordance with applicable law go out to bid for future uses of the site. Any reserve that ACMI may have may be dedicated to securing permanent quarters by entering into a long-term lease of an appropriate building or purchase of same.

ADDITIONAL MATTERS

Many Town officials have received complaints from cable customers that when a particular cable company's service is discontinued their wires and other equipment are left in place making for an unsafe and unsightly condition. The companies should be required in the licensing renewals to provide for a process of that removal in such a way that precludes any damage to the residence in question.

FINDINGS

Considering the foregoing the Licensing Authority hereby makes the following findings I regard to the past performance of the respective cable providers as well as the needs of the Town to be included in the soon to be negotiated cable contracts for each.

A. **COMCAST**

The performance of Comcast in regard to the providing of cable service for the Town under its soon to be expired License term has been satisfactory, entitling it for consideration by the Issuing Authority for a new or extended contract term.

B. **VERIZON**

The performance of Verizon in regard to the providing of cable service for the Town under its soon to be expired License term has been satisfactory, entitling it for consideration by the Issuing Authority for a new or extended contract term.

C. **RCN**

The performance of RCN in regard to the providing of cable service for the Town under its soon to be expired License term has been satisfactory, entitling it for consideration by the Issuing Authority for a new or extended contract term.

Respectfully submitted,

Arlington Cable Advisory Committee
John F. Maher, Chair
David Good
Michael Quinn, PH.D
Joseph Weihs

Town of Arlington, Massachusetts

For Approval: Revised Notices Policy

Summary:
Douglas W. Heim, Town Counsel

ATTACHMENTS:

	Type	Description
	Reference Material	Revised Display of Notices Policy
	Reference Material	excel sheet

OFFICE OF THE BOARD OF SELECTMEN

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

DISPLAY OF NOTICES POLICY

APPROVED: _____

By Town Meeting vote of May 4, 2015, the Town of Arlington confirmed its commitment to regulations for the display of notices as a public amenity that enhances the character of the Town, as well as its commitment to regulations to ensure temporary signage comply within the reasonable expectations of Town residents and business owners. As such, consistent with Town of Arlington Bylaws Title V (Regulations Upon The Use of Private Property), Article 1 (Billboard and Signs), Section 1 (Restrictions on Use), the Board of Selectmen hereby adopts the following regulations for qualifying signs and notices in Arlington:

Pursuant to its duties under Title V, Article 1, Section 1(J) and in exercising its jurisdiction over public and private ways, the Board of Selectmen does not prohibit temporary signage on public and private ways defined as "notices" in Title V, Article 1, Section 1 (J)("temporary signs erected by a person or non-profit organization for the purpose of advertising an individual yard sale, public event, or lost pet") on public and private ways, so long as such notices meet the following conditions:

1. Notices must be constructed of resilient materials (laminated paper, card stock, poster board, corrugated plastic, etc.) and must be erected in a way that is removable and not dangerous to the general public. Notices that are loose or damaged must be removed or replaced by the sponsoring person or organization.

2. Notices may not be erected earlier nor removed later than as allowed by Table 1 below.

3. Notices cannot exceed the areas allowed by Table 1. The maximum area of all signs promoting an event may not exceed the area allowed by Table 1.

4. Notices must include the name of the sponsoring person or organization, the date of the yard sale or event, and a contact phone number or email address.

5. Registered trademarks may not occupy more than ten percent (10%) of the notice area.

6. Notices may not be posted or displayed on trees.

7. Notices cannot be placed on private property without the consent of the property owner.

8. Notices cannot be placed on public property without prior explicit approval from the Board of Selectmen, except that notices for display on properties owned or managed by Arlington Public Schools and the Park and Recreation Department may be displayed under policies consistent with these regulations as established by such departments. Interested parties should apply for permission to display notices on Town property including light poles and other forums with the appropriate entity.

9. Notices cannot be erected in a way that limits visibility at corners along public and private ways.

Table 1: Notice Display Parameters

Notice Type	Time Before Event	Time After Event	Maximum Notice Size	Total Maximum Notice Area
Public Event	14 Days	2 Days	10 sq. ft.	120 sq. ft.
Individual Yard Sale	7 Days	2 Days	4.5 sq. ft.	25 sq. ft.
Lost Pet	N/A	2 Days	4.5 sq. ft.	25 sq. ft.

Notices consistent with the foregoing requirements do not require prior approval by the Board of Selectmen. Notices in violation of any of the foregoing shall be removed by the Town and responsible persons and/or organizations may be the subject of fines consistent with Title V Article 1 of the Town Bylaws.

Nothing within these regulations shall be construed to restrict or regulate notices or other signage expressing speech protected by the First Amendment to the United States Constitution.

Notice Type	Max. Area	Letter 8 1/2" x 11" (0.65 SF)	Ledger 11" x 17" (1.3 SF)	Yard Sign 18" x 24" (3 SF)	Poster Board 20" x 30" (4.17 SF)	24" x 36" (6 SF)	30" x 40" (8.3 SF)
Public Event	120 SF	184	92	40	28	20	14
Yard Sale	25 SF	38	19	8	5	N/A	N/A
Lost Pet	25 SF	38	19	8	5	N/A	N/A

Town of Arlington, Massachusetts

CITIZENS OPEN FORUM

Town of Arlington, Massachusetts

Request: 2nd Space, On Street Overnight Parking @ 41 Palmer Street

Summary:
Scott McKenzie

ATTACHMENTS:

Type	Description
Reference Material	Police Recommendations, Resident Request, Meeting Notice

ARLINGTON POLICE DEPARTMENT

CHIEF OF POLICE
Frederick Ryan

POLICE HEADQUARTERS
112 Mystic Street
Telephone 781-316-3900
Facsimile 781-316-3919

Town of Arlington
MASSACHUSETTS 02474

MEMORANDUM

TO: Marie Krepelka
Board Administrator

FROM: Officer Corey P. Rateau
Traffic and Parking Unit

DATE: November 4, 2015

RE: Request: One Space, On Street Overnight Parking @ 41 Palmer Street

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At your request, the Traffic and Parking Unit looked into the petition submitted by Scott McKenzie to be granted a 2nd on-street parking permit for 41 Palmer Street. After reviewing the petition and looking into past history, we feel that this request should be denied.

I performed an in-depth investigation into the conditions at 41-43 Palmer Street after reviewing public documents and noticing that the current owner/co-resident, Laura Quinn, purchased the property just a few weeks after the previous owner, Don Hughes, inferred to this Officer during a telephone conversation that he was a new owner and needed parking where there was none available for his unit. This investigation revealed that in March of 2013, Ms. Quinn closed and purchased the property from Creative Property Solutions, which is company that specializes in purchasing and refurbishing properties. The owner of this company is Don Hughes. The company purchased 41-43 Palmer Street in May of 2012. In December of 2012, one month prior to petitioning the Board for an on-street space at 41 Palmer, Mr. Hughes filed paperwork to divide the properties into two condominiums with the rights to the driveway going to the upstairs occupants at 43 Palmer (who then purchased the property 5 days afterwards). It is the belief of this Officer that Mr. Hughes never truly resided at the premises and merely sought the space to make the property more marketable since it is past practice of this Board to automatically grant any previously approved permits directly to subsequent property owners.

There has been a longstanding prohibition on overnight parking in the town and Ms. Quinn knowingly purchased a condo in a location with no provisions for parking rights. Waivers are usually only granted under certain conditions or exigent circumstances and the property at 41 Palmer has already been the beneficiary of one such waiver. Adding more cars to a residence has never been a condition to grant additional waivers in the past and we believe that it would set a bad precedent to begin doing so.

We recommend that Mr. McKenzie check to see if any local businesses have off-street parking for rent or purchase a permit for one of the town's municipal lots.

Cc: Frederick Ryan
Police Chief

Capt. Julie Flaherty
Support Services Commander

Deputy Chief John Kelly
Arlington Fire Operations

Adam Chapdelaine
Town Manager

Scott McKenzie
41 Palmer St.
Arlington, MA 02474
610-247-1126
scottmck4@gmail.com

RECEIVED
SELECTMEN'S OFFICE
NOV 2 3 05 PM '15

November 2, 2015

Town of Arlington
Office of the Board of Selectmen
Arlington, Massachusetts 02476-4908

To Whom It May Concern:

Please accept this request for an On Street Overnight Parking permit. I reside at 41 Palmer St., a condominium occupying the first floor of a two-unit building located at 41-43 Palmer St.

There is no opportunity to create additional parking on the property. The conditions that necessitate on-street parking remain unchanged from a similar request on record with the Board of Selectmen, dated January 10, 2013. To wit:

1) Although there is a driveway on the property, it is deeded to and in use by the owner of the second-floor condominium in this same building, addressed as 43 Palmer St. This driveway, located to the right of the building, measures 20' by 8'8". It cannot be extended further onto the property due to a bump-out in the building structure, and cannot be widened as it abuts the building on its left, and the neighboring property line on its right.
2) There is insufficient space in front of the building as it sits 13 feet from the street, with only four feet between the sidewalk and the front of the building.
3) There is insufficient space on the left of the building, which is set back seven feet from the neighboring property line.

Currently, an On Street Overnight Parking Permit has been issued to and is in use by Laura Quinn, who is the owner and co-resident of 41 Palmer St. This request is for an additional permit. To alleviate any potential concerns arising from the request for a second permit at this address, there is sufficient space on the street in front of the building to park both of our vehicles without obstructing either neighboring driveway.

Please refer to the attached photographs that illustrate these details.

For the reasons described herein, I am requesting an On Street Overnight Parking permit to allow my vehicle to be parked on Palmer Street in front of the 41-43 Palmer St. building.

Thank you for your consideration of this request.

Sincerely,

Scott McKenzie

Scott McKenzie

OFFICE OF THE BOARD OF SELECTMEN

KEVIN F. GREELEY, CHAIR
DIANE M. MAHON, VICE CHAIR
DANIEL J. DUNN
STEVEN M. BYRNE
JOSEPH A. CURRO, JR.

730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

November 10, 2015

Scott McKenzie
41 Palmer Street
Arlington, MA 02474

Dear Mr. McKenzie:

The Board of Selectmen will be discussing your request for on street overnight parking at their meeting on Monday, November 23rd in the Selectmen's Chambers, Town Hall, 2nd Floor. The meeting begins at 7:15 p.m. You or your representative is invited to be in attendance at this meeting.

Kindly call the office of the Board of Selectmen to confirm the date and time with either Mary Ann or Fran.

Thank you.

Very truly yours,
BOARD OF SELECTMEN

Marie A. Krepelka

Marie A. Krepelka
Board Administrator

MAK:fr

Town of Arlington, Massachusetts

For Approval: Handicap Parking Sign @ 12 Lockeland Avenue

Summary:
Linda Papazian
(tabled from 11/9/15 meeting)

ATTACHMENTS:

Type	Description
Reference Material	Police Recommendations, Handicap Application, Medical Report, Meeting Notice

ARLINGTON POLICE DEPARTMENT

CHIEF OF POLICE
Frederick Ryan

POLICE HEADQUARTERS
112 Mystic Street
Telephone 781-316-3900
Facsimile 781-316-3919

Town of Arlington
MASSACHUSETTS 02474

MEMORANDUM

TO: Marie Krepelka
Board Administrator

FROM: Officer Corey P. Rateau
Traffic and Parking Unit

DATE: October 4, 2015

RE: Handicap Parking Request @ 12 Lockeland Avenue

Per your request, I looked into the petition by Ms. Linda Papazian to have a handicap parking space designated at 12 Lockeland Avenue. After reviewing the request, the Traffic and Parking Unit has reservation about whether it is necessary to designate such a space.

Previously, there had been a HP space in place for many years issued to her mother, Rebecca Papazian. However, after receiving complaints of a seldom-used HP space being reserved in an area with limited parking, an investigation showed that Ms. Rebecca Papazian had passed away eight years earlier and the Town was never notified to remove the sign. DPW was then notified by the Selectmen's Office to remove the sign on or around 09/08/2015 and removed it that week. On 10/21/2015, Ms. Linda Papazian came to the station to report that someone had ripped her handicap parking sign off of the pole at some point within the past two days; she did notice that the sign had been gone for over a month.

The fact that Ms. Papazian did not know that the designation had been removed several weeks prior adds credence to the complaints that the space was seldom used. Combine this with the fact that the property has off-street parking (with what appears to be accommodations for at least 10 vehicles) that is a short walk to a rear entrance of the residence and we do not believe that designating such a space is necessary at this time.

Cc: Frederick Ryan, Police Chief
Capt. Julie Flaherty, Support Services Commander
Deputy Chief John Kelly, AFD Operations
Adam Chapdelaine, Town Manager

OCT 26 11 36 AM '15

TOWN OF ARLINGTON
Residential Handicap Parking Sign Application

Name: Linda Pozazian

Address: 12 Lockland Ave
Arlington, MA 02476

Telephone: Home: 781-648-1275 Work: N/A

Date: 10/25/2015

Please read the Board of Selectmen Residential Handicap Parking Sign Policy prior to completing this application. If you have any questions regarding the application process, please contact the Office of the Board of Selectmen.

1. Please attach a photocopy of your handicap placard, or documentation that you have a handicap plate. It is not necessary to attach any additional documentation.

2. Are you the owner of your residence? Yes

3. Do you have off-street parking? Yes - A space is already available for handicap parking was my mother's space.

4. If yes, how many off-street spaces? Two

On the reverse side of this page, please provide the general reasons why the granting of such a space will increase your ability to access/egress your home. When providing your reasoning, you should address those questions listed in the Off-Street Parking section of the Board's policy, found on page two, that are relevant to your application.

When you have completed this application, and attached a photocopy of your placard, or documentation of your plate, please forward your application to the Office of the Board of Selectmen. Within two weeks you will be contacted regarding your application.

Having a handicap space (my mother's) was a life saver for me. I have trouble walking due to Arthritis. It makes it easier for me to get out of the car and get to my house. I need knee replacements.

I also enclosed a copy of my Doctors letter to receive a handicap placard.

We have off-street parking (2) one was already for handicap. (mother's)

Thank you!!

F. TO BE COMPLETED BY HEALTH CARE PROVIDER

CLINICAL DIAGNOSIS: Arthritis Lumbar Spine + (D) Knee (Required)

DURATION (circle one): Temporary (Permanent)
If temporary, please estimate number of months of disability _____

PLEASE CHECK *ALL* THAT APPLY:

✓ Unable to walk 200 feet without assistance. List necessary ambulatory aids: Cane

____ Legally Blind* (Cert. Of Blindness may substitute for professional certification) (*automatic loss of license)

____ Chronic Lung Disease (check at least one of the following criteria):
FEV1 test results _____ O^2 saturation with minimal exertion_____ (*automatic loss of license if O^2 saturation $\leq$ 88%)

Use of Portable Oxygen? Yes _____ No_____
Note: Asthma is not in and of itself a qualifying condition. Please describe degree and frequency of impairment (pulmonary test results required.)

____ Cardiovascular Disease
AHA Functional Classification (circle one): I II III IV* (*automatic loss of license)

✓ Arthritis (please state type, severity, and location) 3A Spine + (D) Knee

____ Loss of limb or permanent loss of use of a limb

HEALTHCARE PROVIDER *MUST* CHECK ONE:

In my professional opinion and to a reasonable degree of medical certainty:

☒ The above condition, or any other medical condition of which I am aware, ***WILL NOT IMPAIR*** the safe operation of a motor vehicle.
☐ The person applying for this permit is ***NOT*** medically qualified to operate a motor vehicle safely.
☐ The medical condition as stated above is of such severity as to require a ***COMPETENCY ROAD TEST***.

G. Doctor's Signature and Certification

Gauss Lawrence Francis (617) 964-0024
Medical Professional's Last Name First Name Middle Name Medical Professional's daytime phone number

2000 Washington St. Suite 341 Newton, MA
Medical Professional's Address City State Zip 02462

I certify that I am a ☑ **Medical Professional** ☐ **Chiropractor** ☐ **Registered Nurse** ☐ **Physician's Assistant** ☐ **Optometrist (legal blindness only)** ☐ **Podiatrist** and certify under the pains and penalty of perjury that the information I have provided is true and correct.

7/31/12 | 3 5 3 3 7
Medical Professional's Signature (**REQUIRED**) Date Professional's Medical License Number (**REQUIRED**)

T20060-0911

P07807841

Expires:

08-16-17

Disabled Persons
Parking Identification Placard

Rachel Kaprielian Registrar

PAPAZIAN

LINDA

J

Commonwealth of
Massachusetts

OFFICE OF THE BOARD OF SELECTMEN

KEVIN F. GREELEY, CHAIR
DIANE M. MAHON, VICE CHAIR
DANIEL J. DUNN
STEVEN M. BYRNE
JOSEPH A. CURRO, JR.

730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

October 28, 2015

Linda Papazian
12 Lockeland Avenue
Arlington, MA 02476

Dear Ms. Papazian:

The Board of Selectmen will be discussing your request for a residential handicap parking space at their meeting on Monday, November 9th in the Selectmen's Chambers, Town Hall, 2nd Floor. The meeting begins at 7:15 p.m. You or your representative is invited to be in attendance at this meeting.

Kindly call the office of the Board of Selectmen to confirm the date and time with either Mary Ann or Fran.

Thank you.

Very truly yours,
BOARD OF SELECTMEN

Marie A. Krepelka
Board Administrator

MAK:fr

OFFICE OF THE BOARD OF SELECTMEN

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TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

November 10, 2015

Linda Papazian
12 Lockeland Avenue
Arlington, MA 02476

Dear Ms. Papazian:

The Board of Selectmen will be discussing your request for a residential handicap parking space at their meeting on Monday, November 23rd in the Selectmen's Chambers, Town Hall, 2nd Floor. The meeting begins at 7:15 p.m. You or your representative is invited to be in attendance at this meeting.

Kindly call the office of the Board of Selectmen to confirm the date and time with either Mary Ann or Fran.

Thank you.

Very truly yours,
BOARD OF SELECTMEN

Marie A. Krepelka

Marie A. Krepelka
Board Administrator

MAK:fr

Town of Arlington, Massachusetts

For Approval: Capitol Square Banners

Summary:
Jan Whitted, Owner, Artbeat for the Capitol Square Business Association

ATTACHMENTS:

Type	Description
Reference Material	Request from Capitol Square Business Association
Reference Material	Sample Banners

CAPITOL SQ EASTARLINGTON

Shopping, Dining, Arts, Entertainment and Style in East Arlington, MA

www.CapitolSq.com

November 16, 2015

To the Board of Selectmen:

Now that the Mass Ave Corridor project is substantially complete, Capitol Square businesses would like to install street banners to identify our business district and give a sense of who we are. There are 38 new lampposts that could hold banners.

This request is to use 14 of those posts for signage that specifically names Capitol Square as a place. Our goal is to have banners in place before the holidays.

Graphic artist Nilou Moochhala has contributed the design, which is attached. There will be a series of 7 banners on each side of Mass Ave. The front (as you're driving or walking) would have a graphic design and the back would have the Capitol Square logo. These will be vinyl banners with a relatively short life (a year?), and we would expect to update them from time to time as needed, always keeping some form of Capitol Square signage in place.

We are working with Public Works to identify the best placement of these first banners, and with Arlington Public Art to consider best uses of the remaining lampposts.

Thank you for your consideration.

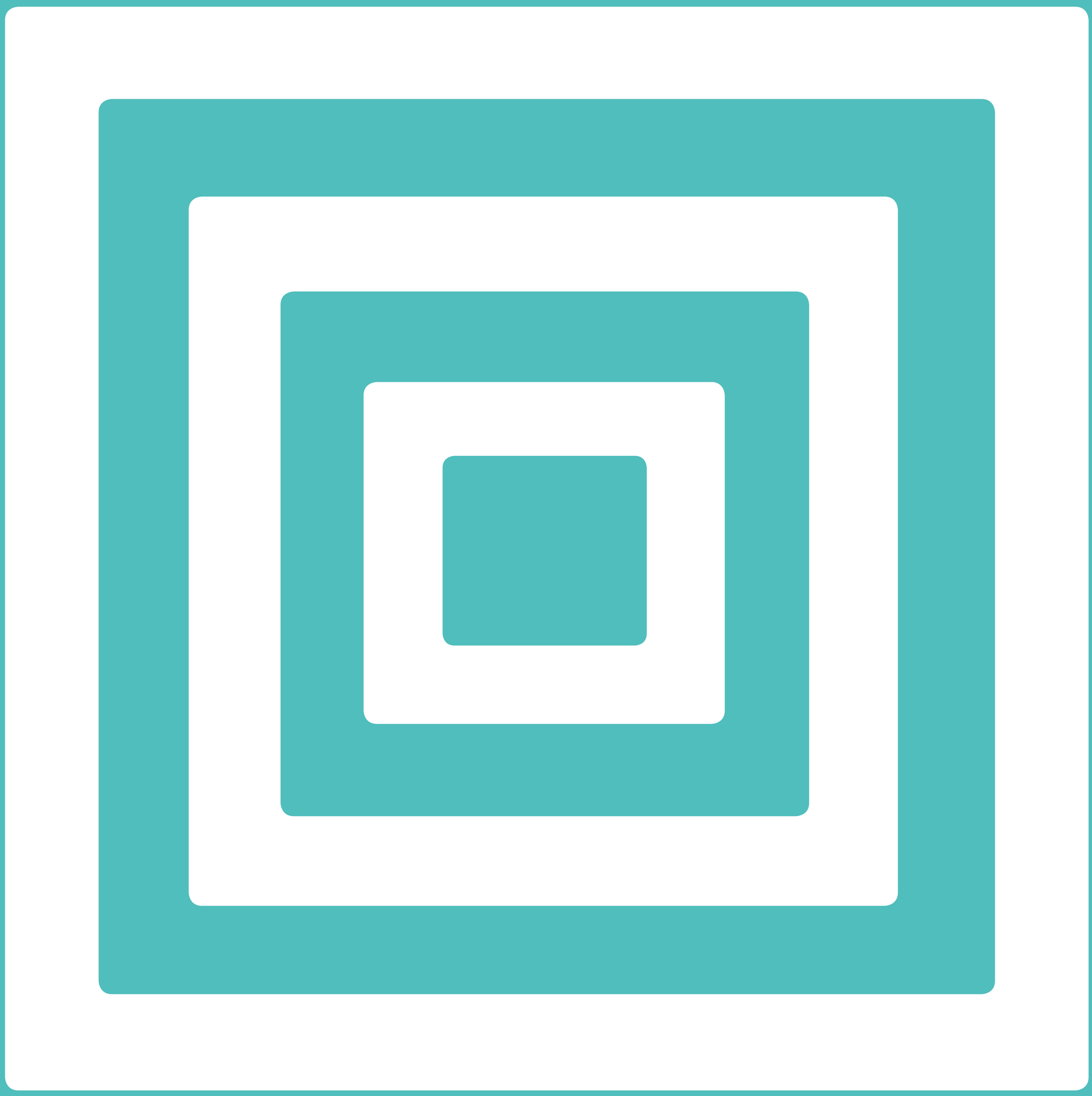
Jan Whitted
Owner, Artbeat
for the
Capitol Square Business Association

Capitol Square Business Association
c/o Artbeat 212A Mass Ave • Arlington MA 02474 • 781-646-2200 • Jan Whitted, Manager

CAPITOLSQ

CAPITOL SQ

EAST ARLINGTON



IT’S ALL HERE

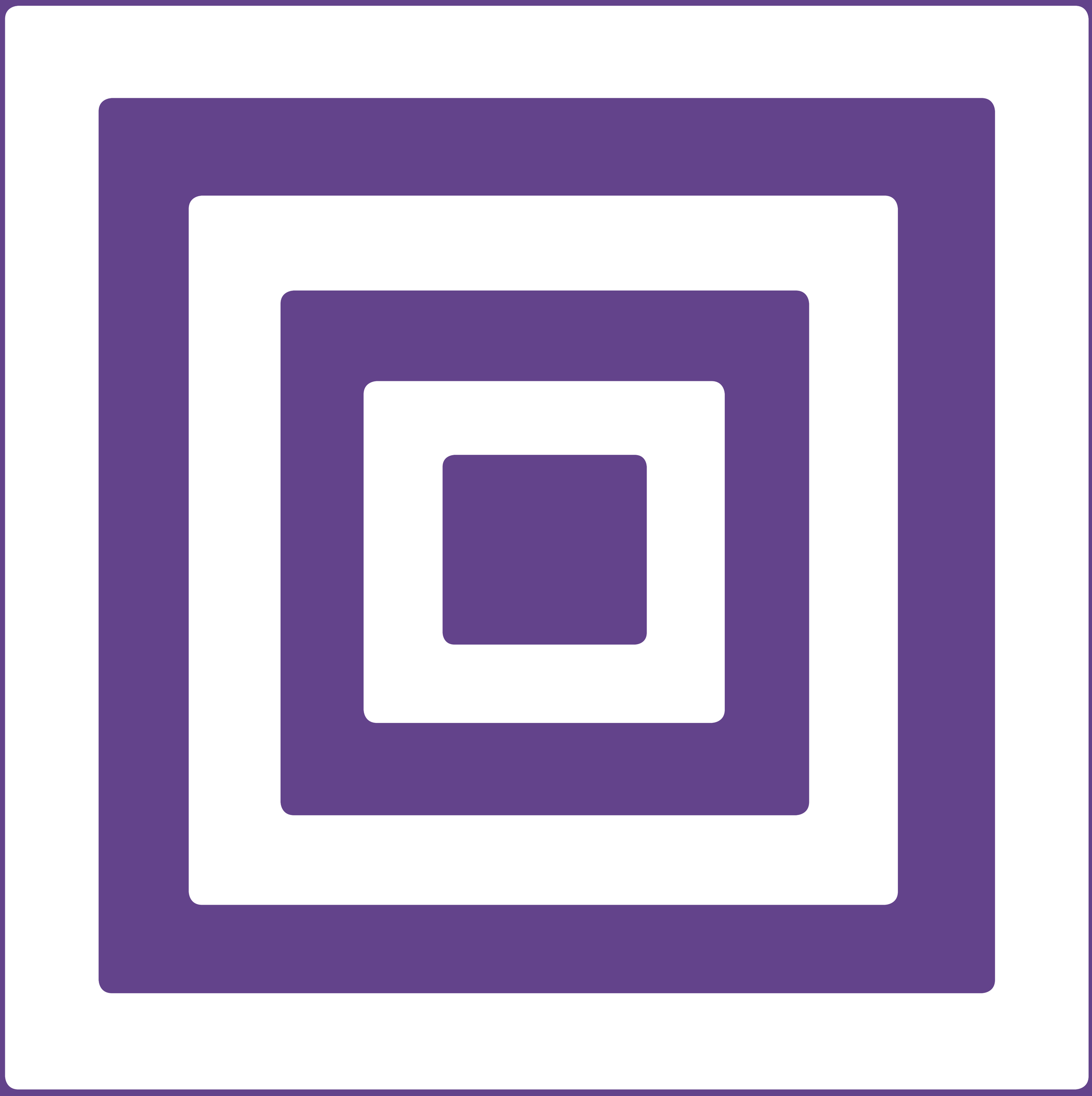
CAPITOL SQ

EAST ARLINGTON

CAPITOLSQ

CAPITOL SQ

EASTARLINGTON



IT’S ALL HERE

CAPITOL SQ

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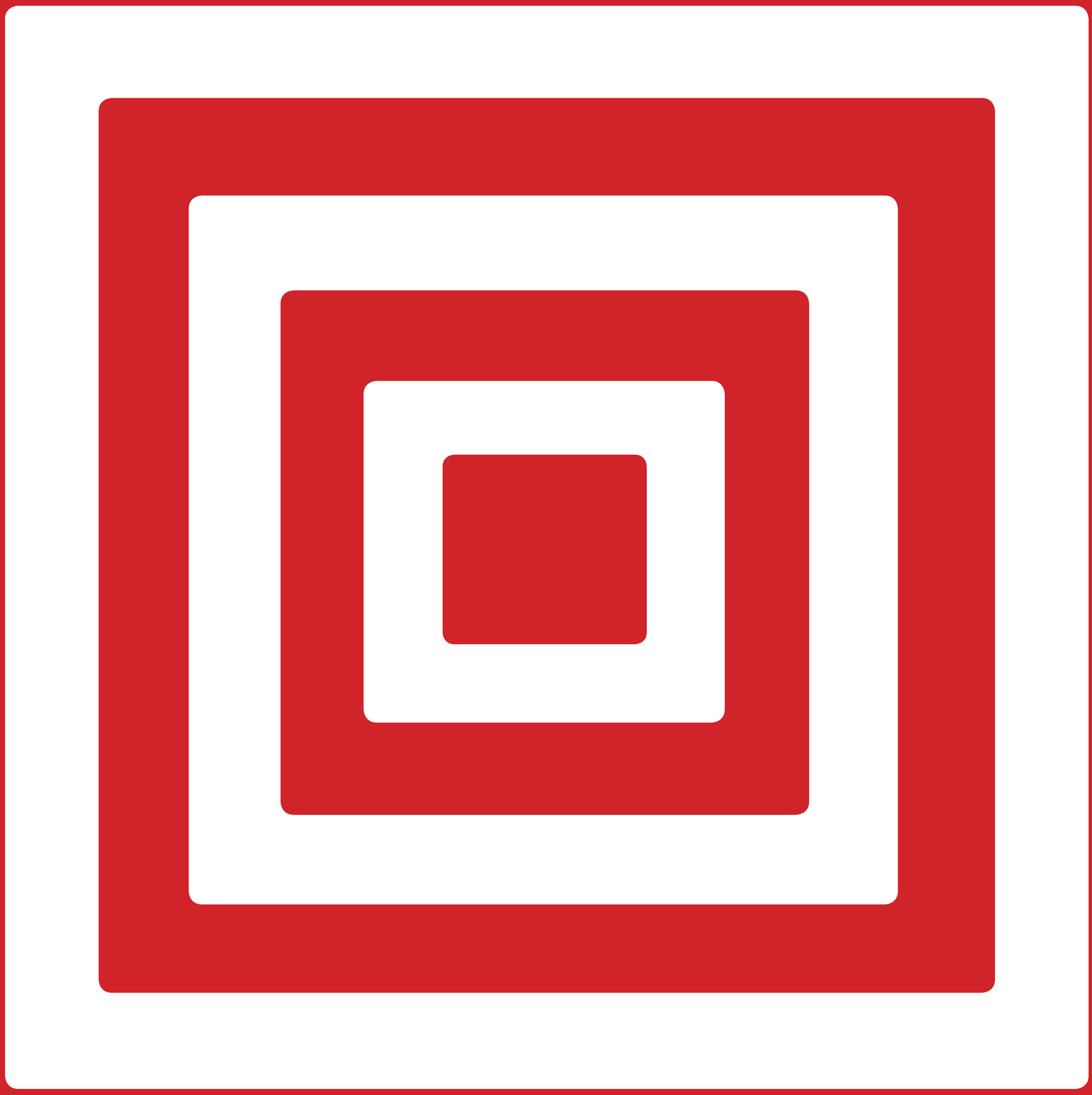
CAPITOLSQ

CAPITOL SQ

EAST ARLINGTON



IT’S ALL HERE

CAPITOL SQ

EASTARLINGTON

CAPITOLSQ

CAPITOL SQ

EAST ARLINGTON

Town of Arlington, Massachusetts

For Approval: Request Letter for Heavy Commercial Vehicle Exclusion on Jason Street

Summary:
Steven M. Byrne, Selectman

ATTACHMENTS:

	Type	Description
	Reference Material	Jason St. request and packet

OFFICE OF THE BOARD OF SELECTMEN

KEVIN F. GREELEY, CHAIR
DIANE M. MAHON, VICE CHAIR
DANIEL J. DUNN
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730 MASSACHUSETTS AVENUE
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781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

November 17, 2015

Paul D. Stedman
Acting District Highway Director
MassDOT Highway Division, District 4
519 Appleton Street
Arlington, MA 02476

Re: Request for Heavy Commercial Vehicle Exclusion on Jason Street

Dear Mr. Stedman:

The Arlington Board of Selectmen requests that MassDOT grant a Heavy Commercial Vehicle Exclusion (Section 10A-9 MassDOT Manual on Uniform Traffic Control Devices and the Standard Municipal Traffic Code, January 2012) on Jason Street in the Town of Arlington. Jason Street is a narrow winding local road which is almost entirely residential in nature. Jason Street also provides access to Menotomy Rocks Park and serves as a local school bus route. Residents have expressed concerns for several years regarding the impacts of truck traffic in their neighborhood. Trucks often use Jason Street as a cut-through route to reach Route 2. The southern section of Jason Street (south of Gray Street) has both horizontal and vertical curves, which make it difficult for truck travel. The Town is considering implementing traffic calming devices on Jason Street to reduce travel speed. The alternate route to Jason Street is Pleasant Street (Route 60) which lies wholly within Arlington for this segment, provides full access to Route 2 and can safely accommodate additional truck traffic.

We request your consideration to exclude heavy commercial vehicles on Jason Street for all periods. An engineering study is attached that provides the requested data and information.

Thank you for considering this matter and please contact us with any questions.

Sincerely,

Arlington Board of Selectmen

_____	KEVIN F. GREELEY	SELECTMEN
_____	DIANE M. MAHON	OF THE
_____	DANIEL J. DUNN	TOWN
_____	STEVEN M. BYRNE	OF
_____	JOSEPH A. CURRO, JR.	ARLINGTON

Jason Street Engineering Study
Heavy Commercial Vehicle Exclusion Request

From: Town of Arlington, MA

To: MassDOT District 4

October 5, 2015

Introduction

The Town of Arlington requests that MassDOT grant a Heavy Commercial Vehicle Exclusion (Section 10A-9 MassDOT Manual on Uniform Traffic Control Devices and the Standard Municipal Traffic Code, January 2012) on Jason Street in the Town of Arlington. This Engineering Study provides data as requested in Section 10A-9 which includes: 1. Warrants, and 2. Data.

1. Warrants

Three warrants including volume of heavy commercial vehicles, condition of pavement and hours of exclusion are summarized below.

A. Volume of Heavy Commercial Vehicles

Traffic volume and classification was recorded using automatic traffic recorder (ATR) machines at the following three locations on Jason Street and one location on adjacent Pleasant Street (Rt. 60) on May 8 and 9, 2013:

- Jason Street south of Irving Street (north section)
- Jason Street south of Woodland Street (central section)
- Jason Street north of Spring Street (south section)
- Pleasant Street south of Kensington Park

Two-way traffic data was collected for 48 consecutive hours and summarized in one-hour increments. Vehicles were classified according to the 13 classes identified by the Federal Highway Administration (FHWA). Copies of the traffic data are provided in the Appendix.

Table 1 summarizes the traffic volume and heavy vehicle count data. For this analysis, trucks were identified as FHWA Classes 4 (buses) through 13 (>6 axle Multi). The results show that the weekday average daily traffic (ADT) volume on Jason Street ranged between approximately 2,500 vehicles per day (vpd) north of Spring Street to 5,700 vpd south of Irving Street

The average two-way volume of daily trucks on Jason Street ranged between 46 (1.8%) north of Spring Street to 140 (2.5%) south of Irving Street. The count data shows that the majority of truck trips on Jason Street were made during the hours between 6 AM and 8 PM.

Pleasant Street has an ADT volume of approximately 19,300 vpd with approximately 1,140 trucks (6 %). Pleasant Street is identified as the alternate route in the area.

Table 1: Jason Street and Pleasant Street Vehicle Classification Summary

	May 8, 2013			May 9, 2013			Average		
Location	**Trucks**	**Total Veh**	**% Trucks**	**Truck**	**Total Veh**	**% Trucks**	**Truck**	**Total Veh**	**% Trucks**
Jason s/o Irving									
NB	54	2552	2.1%	37	2483	1.5%	46	2518	1.8%
SB	100	3277	3.1%	89	3045	2.9%	95	3161	3.0%
Totals	154	5829	2.6%	126	5528	2.3%	140	5679	2.5%
Jason s/o Woodland									
NB	32	1771	1.8%	31	1513	2.0%	32	1642	1.9%
SB	39	2087	1.9%	38	1957	1.9%	39	2022	1.9%
Totals	71	3858	1.8%	69	3470	2.0%	70	3664	1.9%
Jason n/o Spring									
NB	12	1292	0.9%	14	1098	1.3%	13	1195	1.1%
SB	39	1346	2.9%	26	1207	2.2%	33	1277	2.5%
Totals	51	2638	1.9%	40	2305	1.7%	46	2472	1.8%
Pleasant s/o Kensington Park									
NB	484	9662	5.0%	920	9424	9.8%	702	9543	7.4%
SB	292	9646	3.0%	580	9880	5.9%	436	9763	4.5%
Totals	776	19308	4.0%	1500	19304	7.8%	1138	19306	5.9%

Source: Arlington Police Department, May 2013.

B. Pavement Condition

Jason Street pavement condition is generally in fair condition with a 2015 pavement condition index (PCI) between 59 and 65.

C. Hours of Truck Exclusion

The requested truck exclusion on Jason Street is for all time periods, 24 hours per day.

2. Data

A. Twenty-four hour Consecutive Count of All Vehicles on Jason Street.

The traffic and truck volume data for Jason Street is summarized above in Section 1. Warrants, A. Volume of Heavy Commercial Vehicles. Traffic count data is provided in the Appendix.

B. Map of the Area

A map of the study area showing the excluded street (Jason) and the alternate route (Pleasant) is provided below.

C. Physical Characteristics

Jason Street is a local roadway approximately 4,150 feet long between Spring Street on the south and Massachusetts Avenue on the north. It has one lane in each direction with on-street parking allowed in most sections. It is generally between 24 and 25 feet wide. South of Gray Street, Jason Street has both horizontal and vertical curves which make it difficult for truck travel. With on-street parking the effective roadway width is reduced, which allows only one-way travel around parked vehicles. This situation is exacerbated when a truck is present. The speed limit is 20 MPH and 25 MPH. Crosswalks are provided at Massachusetts Avenue, Irving Street, Gray Street, Woodland Street, and mid-block at Menotomy Rocks Park. A school bus stop is located on Jason Street near Norfolk Road. Sidewalks are provided on both sides with a grass buffer strip and concrete curb. Jason Street pavement is generally in fair condition with a 2015 pavement condition index (PCI) between 59 and 65. The sidewalks are in fair to good condition.

Jason Street at Menotomy Rocks Park

School Bus Stop at Norfolk Road

D. Types of Buildings or Property Abutting Jason Street

The buildings along Jason Street are predominantly single-family residential, some being historic buildings. At the north end near Massachusetts Avenue, there are a small number of two-family and multi-family units and commercial office. The historic Jason Russell House property is located on the corner of Jason Street and Massachusetts Avenue. Menotomy Rocks Park is located on Jason Street across from Brantwood Road.

E. Zoning of Street

Jason Street is zoned primarily R1 (residential single family) from Spring Street to Massachusetts Avenue. Limited exceptions include:

- 0-23 Jason Street west side and 10-17 east side zoned R2 (Residential 2 family)
- 6 Jason Street is zoned R6 (multi-family residential)
- Menotomy Rock Park is zones OS (open space)

A copy of the Zoning Map for Jason Street is provided in the Appendix.

F. Proximity of Probable Alternate Route to the Proposed Excluded Route

Pleasant Street is the alternate route that parallels Jason Street between 1,000 and 1,100 feet to the east. Since Jason Street and Pleasant Street are parallel the distance traveled on each street is comparable. This section of Pleasant Street between Route 2 and Massachusetts Avenue is entirely within Arlington.

G. Types of Traffic Control on Jason Street

The following traffic controls are located along the Jason Street corridor:

- Massachusetts Avenue – Signal
- Gray Street – All-Way Stop with flashing beacon
- Spring Street – Stop sign

H. Hours during which Exclusion is to be in Effect

The request for a heavy commercial vehicle exclusion is for seven days a week, 24 hours per day on Jason Street.

I. Written Statement from the Municipality as to the Need for The Exclusion

See attached.

Statement from the Arlington Board of Selectmen
Request for Heavy Commercial Vehicle Exclusion on Jason Street
November 17, 2015

The Arlington Board of Selectmen requests that MassDOT grant a Heavy Commercial Vehicle Exclusion (Section 10A-9 MassDOT Manual on Uniform Traffic Control Devices and the Standard Municipal Traffic Code, January 2012) on Jason Street in the Town of Arlington. Jason Street is a narrow, winding local road which is almost entirely residential in nature. Jason Street also provides access to Menotomy Rocks Park and serves as a local school bus route. Residents have expressed concerns for several years regarding the impacts of truck traffic in their neighborhood. Trucks often use Jason Street as a cut-through route to reach Route 2. The southern section of Jason Street (south of Gray Street) has both horizontal and vertical curves, which make it difficult for truck travel. The Town is considering implementing traffic calming devices on Jason Street to reduce travel speed. The alternate route to Jason Street is Pleasant Street (Route 60) which lies wholly within Arlington for this segment, provides full access to Route 2, and can safely accommodate additional truck traffic.

The Town of Arlington will accept the responsibility for installation and maintenance of appropriate signage if the exclusion is granted.

Sincerely,

Arlington Board of Selectmen

Jason Street Engineering Study
Heavy Commercial Vehicle Exclusion Request
Appendix

APPENDICES

Appendix A **Traffic Volumes**

Appendix B **Zoning Map**

Appendix A

Traffic Volumes

Jason Street
south of Irving Street
City, State: Arlington, MA
Client: Town of Arlington/ W. Chouinard

PRECISION DATA INDUSTRIES, LLC
P.O. Box 301 Berlin, MA 01503
Office: 508.481.3999 Fax: 508.545.1234
Email: datarequests@pdillc.com

133333 A Class
Site Code: 48118
Date Start: 08-May-13

NB

Start Time	Bikes	Cars & Trailers	2 Axle Long	Buses	2 Axle 6 Tire	3 Axle Single	4 Axle Single	<5 Axl Double	5 Axle Double	>6 Axl Double	<6 Axl Multi	6 Axle Multi	>6 Axl Multi	Total
05/08/13														
01:00	0	4	0	0	0	0	0	0	0	0	0	0	0	4
02:00	0	3	0	0	0	0	0	0	0	0	0	0	0	3
03:00	0	0	1	0	0	0	0	0	0	0	0	0	0	1
04:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
05:00	0	3	1	0	0	0	0	0	0	0	0	0	0	4
06:00	1	7	4	0	0	0	0	0	0	0	0	0	0	12
07:00	0	85	7	0	2	0	0	0	0	0	0	0	0	94
08:00	0	290	45	0	6	0	0	2	0	0	0	0	0	343
09:00	0	366	39	0	7	0	0	0	0	0	0	0	0	412
10:00	0	139	25	0	6	0	0	2	0	0	0	0	0	172
11:00	0	107	20	0	3	0	0	0	0	0	0	0	0	130
12 PM	0	93	24	0	3	0	0	0	0	0	0	0	0	120
13:00	0	91	18	0	3	0	0	0	0	0	0	0	0	112
14:00	0	96	21	1	1	0	0	0	0	0	0	0	0	119
15:00	0	115	15	0	5	0	0	1	0	0	0	0	0	136
16:00	0	133	30	2	3	0	0	0	0	0	0	0	0	168
17:00	0	119	27	0	2	0	0	0	0	0	0	0	0	148
18:00	0	141	22	0	1	0	0	1	0	0	0	0	0	165
19:00	0	117	12	0	2	0	0	0	0	0	0	0	0	131
20:00	0	87	13	0	1	0	0	0	0	0	0	0	0	101
21:00	0	61	16	0	0	0	0	0	0	0	0	0	0	77
22:00	0	48	3	0	0	0	0	0	0	0	0	0	0	51
23:00	0	30	7	0	0	0	0	0	0	0	0	0	0	37
00:00	0	12	0	0	0	0	0	0	0	0	0	0	0	12
Total	1	2147	350	3	45	0	0	6	0	0	0	0	0	2552
Percent	0.0%	84.1%	13.7%	0.1%	1.8%	0.0%	0.0%	0.2%	0.0%	0.0%	0.0%	0.0%	0.0%	
AM Peak	05:00	08:00	07:00		08:00			07:00						08:00
Vol.	1	366	45		7			2						412
PM Peak		17:00	15:00	15:00	14:00			14:00						15:00
Vol.		141	30	2	5			1						168

Jason Street
south of Irving Street
City, State: Arlington, MA
Client: Town of Arlington/ W. Chouinard

PRECISION DATA INDUSTRIES, LLC
P.O. Box 301 Berlin, MA 01503
Office: 508.481.3999 Fax: 508.545.1234
Email: datarequests@pdillc.com

133333 A Class
Site Code: 48118
Date Start: 08-May-13

NB

Start Time	Bikes	Cars & Trailers	2 Axle Long	Buses	2 Axle 6 Tire	3 Axle Single	4 Axle Single	<5 Axl Double	5 Axle Double	>6 Axl Double	<6 Axl Multi	6 Axle Multi	>6 Axl Multi	Total
05/09/13														
3	0	6	0	0	0	0	0	0	0	0	0	0	0	6
01:00	0	0	1	0	0	0	0	0	0	0	0	0	0	1
02:00	0	0	1	0	0	0	0	0	0	0	0	0	0	1
03:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00	0	1	1	0	0	0	0	0	0	0	0	0	0	2
05:00	0	11	2	0	0	0	0	0	0	0	0	0	0	13
06:00	0	68	7	0	1	0	0	0	0	0	0	0	0	76
07:00	0	273	26	0	3	1	0	0	0	0	0	0	0	303
08:00	0	369	34	1	7	0	0	0	0	0	0	0	0	411
09:00	0	165	38	0	1	0	0	0	0	0	0	0	0	204
10:00	0	107	9	0	0	1	0	0	0	0	0	0	0	117
11:00	0	100	19	0	1	0	0	0	0	0	0	0	0	120
12 PM	0	86	16	1	3	1	0	0	0	0	0	0	0	107
13:00	0	91	22	1	2	0	0	0	0	0	0	0	0	116
14:00	0	133	11	0	5	0	0	0	0	0	0	0	0	149
15:00	0	131	27	0	2	0	0	0	0	0	0	0	0	160
16:00	0	113	30	0	2	0	0	0	0	0	0	0	0	145
17:00	0	123	21	0	2	0	0	0	0	0	0	0	0	146
18:00	0	108	16	0	0	0	0	0	0	0	0	0	0	124
19:00	0	98	15	0	1	0	0	0	0	0	0	0	0	114
20:00	0	66	7	0	0	0	0	0	0	0	0	0	0	73
21:00	0	45	6	0	1	0	0	0	0	0	0	0	0	52
22:00	0	29	2	0	0	0	0	0	0	0	0	0	0	31
23:00	0	11	1	0	0	0	0	0	0	0	0	0	0	12
Total	0	2134	312	3	31	3	0	0	0	0	0	0	0	2483
Percent	0.0%	85.9%	12.6%	0.1%	1.2%	0.1%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
AM Peak		08:00	09:00	08:00	08:00	07:00								08:00
Vol.		369	38	1	7	1								411
PM Peak		14:00	16:00	12:00	14:00	12:00								15:00
Vol.		133	30	1	5	1								160
Total		4281	662	6	76	3	0	6	0	0	0	0	0	5035

Jason Street
south of Irving Street
City, State: Arlington, MA
Client: Town of Arlington/ W. Chouinard

PRECISION DATA INDUSTRIES, LLC
P.O. Box 301 Berlin, MA 01503
Office: 508.481.3999 Fax: 508.545.1234
Email: datarequests@pdillc.com

133333 A Class
Site Code: 48118
Date Start: 08-May-13

SB

Start Time	Bikes	Cars & Trailers	2 Axle Long	Buses	2 Axle 6 Tire	3 Axle Single	4 Axle Single	<5 Axl Double	5 Axle Double	>6 Axl Double	<6 Axl Multi	6 Axle Multi	>6 Axl Multi	Total
05/08/1														
3	0	2	1	0	0	0	0	0	0	0	0	0	0	3
01:00	0	1	0	0	0	0	0	0	0	0	0	0	0	1
02:00	0	3	1	0	1	0	0	0	0	0	0	0	0	5
03:00	0	0	2	0	0	0	0	0	0	0	0	0	0	2
04:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
05:00	0	7	3	0	0	0	0	0	0	0	0	0	0	10
06:00	0	31	12	0	3	0	0	0	0	0	0	0	0	46
07:00	1	157	37	0	5	0	0	0	0	0	0	0	0	200
08:00	0	229	49	0	3	0	0	0	0	0	0	0	0	281
09:00	0	96	36	0	8	0	0	1	0	0	0	0	0	141
10:00	0	94	20	0	7	0	0	0	0	0	0	0	0	121
11:00	0	97	21	0	2	0	0	0	0	0	0	0	0	120
12 PM	0	78	23	1	8	0	0	0	0	0	0	0	0	110
13:00	0	98	28	1	4	0	0	1	0	0	0	0	0	132
14:00	0	143	29	0	6	0	0	0	0	0	0	0	0	178
15:00	0	155	60	0	15	0	0	0	0	0	0	0	0	230
16:00	0	315	55	0	18	0	0	3	0	0	0	0	0	391
17:00	0	453	84	0	4	0	0	0	0	0	0	0	0	541
18:00	0	382	62	1	6	0	0	0	0	0	0	0	0	451
19:00	0	137	31	0	1	0	0	0	0	0	0	0	0	169
20:00	0	55	13	0	0	0	0	0	0	0	0	0	0	68
21:00	0	36	4	0	0	0	0	0	0	0	0	0	0	40
22:00	0	18	4	0	0	0	0	0	0	0	0	0	0	22
23:00	0	12	2	0	1	0	0	0	0	0	0	0	0	15
Total	1	2599	577	3	92	0	0	5	0	0	0	0	0	3277
Percent	0.0%	79.3%	17.6%	0.1%	2.8%	0.0%	0.0%	0.2%	0.0%	0.0%	0.0%	0.0%	0.0%	
AM Peak	07:00	08:00	08:00		09:00			09:00						08:00
Vol.	1	229	49		8			1						281
PM Peak		17:00	17:00	12:00	16:00			16:00						17:00
Vol.		453	84	1	18			3						541

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133333 A Class
Site Code: 48118
Date Start: 08-May-13

SB

Start Time	Bikes	Cars & Trailers	2 Axle Long	Buses	2 Axle 6 Tire	3 Axle Single	4 Axle Single	<5 Axl Double	5 Axle Double	>6 Axl Double	<6 Axl Multi	6 Axle Multi	>6 Axl Multi	Total
05/09/1														
3	0	2	1	0	0	0	0	0	0	0	0	0	0	3
01:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
02:00	0	1	0	0	0	0	0	0	0	0	0	0	0	1
03:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00	0	1	0	0	0	0	0	0	0	0	0	0	0	1
05:00	0	11	2	0	2	0	0	0	0	0	0	0	0	15
06:00	0	26	9	0	1	0	0	0	0	0	0	0	0	36
07:00	0	154	25	0	5	0	0	0	0	0	0	0	0	184
08:00	0	181	57	0	5	0	0	0	0	0	0	0	0	243
09:00	0	98	27	0	7	0	0	0	0	0	0	0	0	132
10:00	0	71	18	0	3	0	0	0	0	0	0	0	0	92
11:00	0	88	21	0	3	1	0	0	0	0	0	0	0	113
12 PM	0	98	25	1	6	0	0	2	0	0	0	0	0	132
13:00	0	101	20	0	2	0	0	1	0	0	0	0	0	124
14:00	0	107	24	0	3	0	0	0	0	0	0	0	0	134
15:00	0	153	46	1	13	0	0	0	0	0	0	0	0	213
16:00	0	268	64	0	9	0	0	2	0	0	0	0	0	343
17:00	0	427	68	1	9	0	0	1	0	0	0	0	0	506
18:00	0	383	66	0	4	0	0	1	0	0	0	0	0	454
19:00	0	135	42	0	2	0	0	0	0	0	0	0	0	179
20:00	0	53	8	0	2	0	0	0	0	0	0	0	0	63
21:00	0	33	4	0	0	0	0	0	0	0	0	0	0	37
22:00	0	21	0	0	1	0	0	0	0	0	0	0	0	22
23:00	0	13	4	0	1	0	0	0	0	0	0	0	0	18
Total	0	2425	531	3	78	1	0	7	0	0	0	0	0	3045
Percent	0.0%	79.6%	17.4%	0.1%	2.6%	0.0%	0.0%	0.2%	0.0%	0.0%	0.0%	0.0%	0.0%	
AM Peak		08:00	08:00		09:00	11:00								08:00
Vol.		181	57		7	1								243
PM Peak		17:00	17:00	12:00	15:00			12:00						17:00
Vol.		427	68	1	13			2						506
Total		5024	1108	6	170	1	0	12	0	0	0	0	0	6322

Pleasant Street
south of Kensington Park
City, State: Arlington, MA
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PRECISION
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INDUSTRIES, LLC
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Office: 508.481.3999 Fax: 508.545.1234
Email: datarequests@pdillc.com

133333 E Class
Site Code: 48118
Date Start: 08-May-13

SB

Start Time	Bikes	Cars & Trailers	2 Axle Long	Buses	2 Axle 6 Tire	3 Axle Single	4 Axle Single	<5 Axl Double	5 Axle Double	>6 Axl Double	<6 Axl Multi	6 Axle Multi	>6 Axl Multi	Total
05/08/1														
3	0	28	5	0	0	0	0	0	1	0	0	0	0	34
01:00	0	8	1	0	2	0	0	0	0	0	0	0	0	11
02:00	0	7	2	0	0	0	0	0	0	1	0	0	0	10
03:00	1	6	3	0	2	0	0	0	2	0	0	0	0	14
04:00	0	31	6	1	2	1	0	0	0	0	0	0	0	41
05:00	0	137	26	2	6	2	0	0	1	0	0	0	0	174
06:00	6	498	97	3	9	1	0	0	0	1	0	0	0	615
07:00	7	813	86	4	15	6	0	3	2	1	0	0	0	937
08:00	3	711	82	4	12	6	0	3	0	0	0	0	0	821
09:00	4	731	92	6	13	2	0	2	4	0	0	0	0	854
10:00	3	484	80	5	13	4	0	0	1	0	0	1	0	591
11:00	5	445	81	6	8	0	0	1	3	0	0	0	0	549
12 PM	3	492	94	3	16	1	0	2	2	0	0	0	0	613
13:00	1	418	91	5	11	2	0	1	2	0	0	0	0	531
14:00	3	486	82	5	13	0	0	2	2	0	0	0	0	593
15:00	5	455	77	5	12	4	0	1	0	0	0	0	0	559
16:00	4	374	36	2	4	2	0	0	0	0	0	0	0	422
17:00	5	416	29	2	5	1	0	0	0	1	0	0	0	459
18:00	5	365	27	2	5	1	0	0	0	0	0	0	0	405
19:00	4	369	40	1	4	1	0	0	0	0	0	0	0	419
20:00	0	303	34	1	3	0	0	1	0	1	0	0	0	343
21:00	0	312	26	0	0	1	0	0	0	0	0	0	0	339
22:00	1	200	15	0	0	0	0	0	2	0	0	0	0	218
23:00	0	83	10	1	0	0	0	0	0	0	0	0	0	94
Total	60	8172	1122	58	155	35	0	16	22	5	0	1	0	9646
Percent	0.6%	84.7%	11.6%	0.6%	1.6%	0.4%	0.0%	0.2%	0.2%	0.1%	0.0%	0.0%	0.0%	
AM Peak	07:00	07:00	06:00	09:00	07:00	07:00		07:00	09:00	02:00		10:00		07:00
Vol.	7	813	97	6	15	6		3	4	1		1		937
PM Peak	15:00	12:00	12:00	13:00	12:00	15:00		12:00	12:00	17:00				12:00
Vol.	5	492	94	5	16	4		2	2	1				613

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133333 E Class
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Date Start: 08-May-13

SB

Start Time	Bikes	Cars & Trailers	2 Axle Long	Buses	2 Axle 6 Tire	3 Axle Single	4 Axle Single	<5 Axl Double	5 Axle Double	>6 Axl Double	<6 Axl Multi	6 Axle Multi	>6 Axl Multi	Total
05/09/1														
3	0	27	1	0	2	0	0	0	0	0	0	0	0	30
01:00	0	6	2	0	1	0	0	0	0	0	0	0	0	9
02:00	0	7	2	0	0	0	0	0	0	0	0	0	0	9
03:00	0	7	3	0	3	0	0	0	3	0	0	0	0	16
04:00	0	25	7	1	2	0	0	0	0	0	0	0	0	35
05:00	1	110	34	2	6	1	0	0	2	0	0	0	0	156
06:00	5	466	79	4	29	2	0	0	3	0	0	0	0	588
07:00	3	767	123	10	27	6	0	5	2	0	0	0	0	943
08:00	6	616	100	4	18	7	0	7	2	0	0	0	0	760
09:00	3	652	132	7	40	2	1	4	2	3	0	0	0	846
10:00	3	453	94	7	29	5	0	2	2	0	0	0	0	595
11:00	4	452	102	2	22	1	1	0	2	0	0	0	0	586
12 PM	1	341	135	8	40	2	0	1	0	0	0	0	0	528
13:00	2	334	194	5	48	1	0	5	0	0	0	0	0	589
14:00	2	496	94	6	13	2	0	4	1	0	0	0	0	618
15:00	4	484	121	5	32	5	1	3	0	0	0	0	0	655
16:00	8	416	88	4	9	1	0	4	2	0	0	0	0	532
17:00	7	327	148	3	28	0	0	4	1	0	1	0	0	519
18:00	5	236	192	4	13	0	0	1	0	0	0	0	0	451
19:00	1	332	86	2	10	0	0	0	0	0	0	0	0	431
20:00	1	301	51	1	8	0	0	1	1	1	0	0	0	365
21:00	0	262	50	0	4	0	0	0	0	0	0	0	0	316
22:00	0	159	51	0	6	0	0	0	2	0	0	0	0	218
23:00	1	61	17	0	6	0	0	0	0	0	0	0	0	85
Total	57	7337	1906	75	396	35	3	41	25	4	1	0	0	9880
Percent	0.6%	74.3%	19.3%	0.8%	4.0%	0.4%	0.0%	0.4%	0.3%	0.0%	0.0%	0.0%	0.0%	
AM Peak	08:00	07:00	09:00	07:00	09:00	08:00	09:00	08:00	03:00	09:00				07:00
Vol.	6	767	132	10	40	7	1	7	3	3				943
PM Peak	16:00	14:00	13:00	12:00	13:00	15:00	15:00	13:00	16:00	20:00	17:00			15:00
Vol.	8	496	194	8	48	5	1	5	2	1	1			655
Total		15509	3028	133	551	70	3	57	47	9	1	1	0	19526

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133333 E Class
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Date Start: 08-May-13

NB

Start Time	Bikes	Cars & Trailers	2 Axle Long	Buses	2 Axle 6 Tire	3 Axle Single	4 Axle Single	<5 Axl Double	5 Axle Double	>6 Axl Double	<6 Axl Multi	6 Axle Multi	>6 Axl Multi	Total
05/08/1														
3	0	43	12	1	2	0	0	0	0	0	0	0	0	58
01:00	0	17	1	1	0	0	0	0	0	0	0	0	0	19
02:00	0	11	2	1	1	1	0	0	0	0	0	0	0	16
03:00	0	5	2	1	3	0	0	1	1	0	0	1	0	14
04:00	0	17	4	2	2	0	0	0	1	0	0	0	0	26
05:00	0	48	12	1	7	2	0	0	2	0	0	0	0	72
06:00	2	210	63	4	27	2	1	2	3	0	0	0	0	314
07:00	7	406	84	8	15	4	0	1	2	0	0	0	0	527
08:00	7	369	59	4	9	1	0	1	0	0	0	0	0	450
09:00	2	414	93	5	26	4	0	1	1	0	0	0	0	546
10:00	3	375	92	6	26	2	0	2	2	0	0	0	0	508
11:00	2	395	102	4	32	3	0	1	2	1	0	0	0	542
12 PM	5	419	110	4	31	2	0	1	1	0	0	0	0	573
13:00	5	449	123	3	21	3	0	5	2	0	0	0	0	611
14:00	4	524	107	6	33	2	0	0	1	1	0	0	0	678
15:00	12	589	98	4	27	6	0	3	0	0	0	0	0	739
16:00	12	576	78	4	13	2	0	1	1	0	0	0	0	687
17:00	8	604	45	1	5	11	0	1	0	0	0	0	0	675
18:00	6	663	59	3	8	6	0	1	0	0	0	0	0	746
19:00	3	563	71	7	4	0	0	0	1	0	0	0	0	649
20:00	0	378	51	3	8	0	0	0	2	0	0	0	0	442
21:00	3	313	47	0	5	0	0	0	2	0	0	0	0	370
22:00	0	221	30	0	1	0	0	0	0	0	0	0	0	252
23:00	0	125	18	1	4	0	0	0	0	0	0	0	0	148
Total	81	7734	1363	74	310	51	1	21	24	2	0	1	0	9662
Percent	0.8%	80.0%	14.1%	0.8%	3.2%	0.5%	0.0%	0.2%	0.2%	0.0%	0.0%	0.0%	0.0%	
AM Peak	07:00	09:00	11:00	07:00	11:00	07:00	06:00	06:00	06:00	11:00		03:00		09:00
Vol.	7	414	102	8	32	4	1	2	3	1		1		546
PM Peak	15:00	18:00	13:00	19:00	14:00	17:00		13:00	13:00	14:00				18:00
Vol.	12	663	123	7	33	11		5	2	1				746

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NB

Start Time	Bikes	Cars & Trailers	2 Axle Long	Buses	2 Axle 6 Tire	3 Axle Single	4 Axle Single	<5 Axl Double	5 Axle Double	>6 Axl Double	<6 Axl Multi	6 Axle Multi	>6 Axl Multi	Total
05/09/1														
3	0	38	8	2	4	0	0	0	1	0	0	0	0	53
01:00	0	13	3	1	1	0	0	0	1	0	0	0	0	19
02:00	0	11	7	1	1	0	0	0	0	0	0	0	0	20
03:00	0	8	1	1	2	0	0	1	2	0	0	0	0	15
04:00	0	16	4	0	1	0	0	0	1	0	0	0	0	22
05:00	0	50	15	1	6	0	0	0	2	0	0	0	0	74
06:00	1	192	39	9	26	7	1	6	5	0	0	0	0	286
07:00	3	432	65	2	23	6	0	4	0	0	0	0	0	535
08:00	8	384	55	0	11	6	0	3	2	0	0	0	0	469
09:00	3	397	91	8	19	1	1	5	4	0	0	0	0	529
10:00	2	360	86	8	19	4	0	1	2	0	0	0	0	482
11:00	0	376	108	2	29	1	0	2	0	0	0	0	0	518
12 PM	1	426	97	4	23	2	1	1	0	0	0	0	0	555
13:00	1	258	208	3	69	2	0	4	1	0	0	0	0	546
14:00	3	463	111	5	30	1	0	3	2	0	0	0	0	618
15:00	4	526	160	4	44	4	0	5	0	0	0	0	0	747
16:00	8	556	144	3	17	3	0	3	0	0	0	0	0	734
17:00	9	434	68	9	125	2	1	0	1	0	0	0	0	649
18:00	13	203	251	3	194	11	2	5	1	0	0	0	0	683
19:00	1	201	407	4	24	4	0	3	0	0	0	0	0	644
20:00	2	183	243	5	16	0	0	1	0	0	0	0	0	450
21:00	1	184	145	1	10	0	0	1	1	0	0	0	0	343
22:00	0	103	152	2	8	0	0	0	0	1	0	0	0	266
23:00	0	80	82	1	3	1	0	0	0	0	0	0	0	167
Total	60	5894	2550	79	705	55	6	48	26	1	0	0	0	9424
Percent	0.6%	62.5%	27.1%	0.8%	7.5%	0.6%	0.1%	0.5%	0.3%	0.0%	0.0%	0.0%	0.0%	
AM Peak	08:00	07:00	11:00	06:00	11:00	06:00	06:00	06:00	06:00					07:00
Vol.	8	432	108	9	29	7	1	6	5					535
PM Peak	18:00	16:00	19:00	17:00	18:00	18:00	18:00	15:00	14:00	22:00				15:00
Vol.	13	556	407	9	194	11	2	5	2	1				747
Total		13628	3913	153	1015	106	7	69	50	3	0	1	0	19086

Jason Street
south of Woodland Street
City, State: Arlington, MA
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PRECISION DATA INDUSTRIES, LLC
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Email: datarequests@pdillc.com

133333 G Class
Site Code: 48118
Date Start: 08-May-13

NB

Start Time	Bikes	Cars & Trailers	2 Axle Long	Buses	2 Axle 6 Tire	3 Axle Single	4 Axle Single	<5 Axl Double	5 Axle Double	>6 Axl Double	<6 Axl Multi	6 Axle Multi	>6 Axl Multi	Total
05/08/1														
3	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00	0	1	0	0	0	0	0	0	0	0	0	0	0	1
02:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00	0	1	0	0	0	0	0	0	0	0	0	0	0	1
04:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
05:00	0	6	0	0	0	0	0	0	0	0	0	0	0	6
06:00	0	8	0	0	1	0	0	0	0	0	0	0	0	9
07:00	1	91	7	0	2	0	0	1	0	0	0	0	0	102
08:00	0	116	7	0	1	0	0	0	0	0	0	0	0	124
09:00	0	64	11	0	3	0	0	0	0	0	0	0	0	78
10:00	0	47	5	0	3	0	0	0	0	0	0	0	0	55
11:00	0	68	6	0	1	0	0	0	0	0	0	0	0	75
12 PM	1	34	3	0	3	0	0	0	0	0	0	0	0	41
13:00	0	52	12	0	1	1	0	0	0	0	0	0	0	66
14:00	0	72	7	0	2	1	0	0	0	0	0	0	0	82
15:00	0	87	16	0	2	0	0	0	0	0	0	0	0	105
16:00	0	213	19	0	3	2	0	0	0	0	0	0	0	237
17:00	0	355	11	1	1	0	0	0	0	0	0	0	0	368
18:00	1	261	16	0	1	0	0	0	0	0	1	0	0	280
19:00	0	67	1	0	0	0	0	0	0	0	0	0	0	68
20:00	0	35	1	0	0	0	0	0	0	0	0	0	0	36
21:00	0	21	1	0	0	0	0	0	0	0	0	0	0	22
22:00	1	7	2	0	0	0	0	0	0	0	0	0	0	10
23:00	0	4	0	0	1	0	0	0	0	0	0	0	0	5
Total	4	1610	125	1	25	4	0	1	0	0	1	0	0	1771
Percent	0.2%	90.9%	7.1%	0.1%	1.4%	0.2%	0.0%	0.1%	0.0%	0.0%	0.1%	0.0%	0.0%	
AM Peak	07:00	08:00	09:00		09:00			07:00						08:00
Vol.	1	116	11		3			1						124
PM Peak	12:00	17:00	16:00	17:00	12:00	16:00					18:00			17:00
Vol.	1	355	19	1	3	2					1			368

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NB

Start Time	Bikes	Cars & Trailers	2 Axle Long	Buses	2 Axle 6 Tire	3 Axle Single	4 Axle Single	<5 Axl Double	5 Axle Double	>6 Axl Double	<6 Axl Multi	6 Axle Multi	>6 Axl Multi	Total
05/09/1														
3	0	2	0	0	0	0	0	0	0	0	0	0	0	2
01:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
02:00	0	1	0	0	0	0	0	0	0	0	0	0	0	1
03:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00	0	1	0	0	0	0	0	0	0	0	0	0	0	1
05:00	0	3	0	0	0	0	0	0	0	0	0	0	0	3
06:00	0	9	1	0	0	0	0	0	0	0	0	0	0	10
07:00	0	68	4	0	1	1	0	0	0	0	0	0	0	74
08:00	0	60	4	0	2	1	0	0	0	0	0	0	0	67
09:00	0	47	4	0	1	0	0	0	0	0	0	0	0	52
10:00	0	34	3	0	1	1	0	0	0	0	0	0	0	39
11:00	1	40	2	0	2	0	0	1	0	0	0	0	0	46
12 PM	0	41	5	0	1	1	0	0	0	0	0	0	0	48
13:00	0	38	8	0	0	0	0	0	1	0	0	0	0	47
14:00	0	46	8	0	3	1	0	0	0	0	0	0	0	58
15:00	1	79	10	0	1	1	0	1	0	0	0	0	0	93
16:00	1	142	20	0	0	0	0	1	0	0	0	0	0	164
17:00	0	312	21	1	6	0	0	0	0	0	0	0	0	340
18:00	0	296	8	0	1	0	0	1	0	0	0	0	0	306
19:00	0	93	4	0	0	0	0	0	0	0	0	0	0	97
20:00	0	29	1	0	0	0	0	0	0	0	0	0	0	30
21:00	0	15	0	0	0	0	0	0	0	0	0	0	0	15
22:00	0	12	0	0	0	0	0	0	0	0	0	0	0	12
23:00	0	8	0	0	0	0	0	0	0	0	0	0	0	8
Total	3	1376	103	1	19	6	0	4	1	0	0	0	0	1513
Percent	0.2%	90.9%	6.8%	0.1%	1.3%	0.4%	0.0%	0.3%	0.1%	0.0%	0.0%	0.0%	0.0%	
AM Peak	11:00	07:00	07:00		08:00	07:00		11:00						07:00
Vol.	1	68	4		2	1		1						74
PM Peak	15:00	17:00	17:00	17:00	17:00	12:00		15:00	13:00					17:00
Vol.	1	312	21	1	6	1		1	1					340
Total		2986	228	2	44	10	0	5	1	0	1	0	0	3284

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133333 G Class
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SB

Start Time	Bikes	Cars & Trailers	2 Axle Long	Buses	2 Axle 6 Tire	3 Axle Single	4 Axle Single	<5 Axl Double	5 Axle Double	>6 Axl Double	<6 Axl Multi	6 Axle Multi	>6 Axl Multi	Total
05/08/1														
3	0	3	0	0	0	0	0	0	0	0	0	0	0	3
01:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
02:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00	1	1	0	0	0	0	0	0	0	0	0	0	0	2
05:00	0	7	3	0	0	0	0	0	0	0	0	0	0	10
06:00	0	66	4	0	2	0	0	0	0	0	0	0	0	72
07:00	0	283	33	1	4	0	0	1	0	0	0	0	0	322
08:00	0	394	34	0	4	0	0	0	0	0	0	0	0	432
09:00	0	129	23	0	4	0	0	0	0	0	0	0	0	156
10:00	0	84	16	0	3	0	0	0	0	0	0	0	0	103
11:00	0	68	16	0	2	0	0	0	0	0	0	0	0	86
12 PM	0	73	12	0	1	0	0	0	0	0	0	0	0	86
13:00	0	68	11	0	2	1	0	0	0	0	0	0	0	82
14:00	0	82	13	0	3	1	0	0	0	0	0	0	0	99
15:00	0	99	25	2	4	0	0	0	0	0	0	0	0	130
16:00	0	95	8	0	0	0	0	0	0	0	0	0	0	103
17:00	0	103	14	0	2	0	0	0	0	0	0	0	0	119
18:00	0	97	8	0	0	0	0	0	0	0	0	0	0	105
19:00	0	62	8	0	2	0	0	0	0	0	0	0	0	72
20:00	0	51	2	0	0	0	0	0	0	0	0	0	0	53
21:00	0	23	1	0	0	0	0	0	0	0	0	0	0	24
22:00	0	23	0	0	0	0	0	0	0	0	0	0	0	23
23:00	0	4	1	0	0	0	0	0	0	0	0	0	0	5
Total	1	1815	232	3	33	2	0	1	0	0	0	0	0	2087
Percent	0.0%	87.0%	11.1%	0.1%	1.6%	0.1%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
AM Peak	04:00	08:00	08:00	07:00	07:00			07:00						08:00
Vol.	1	394	34	1	4			1						432
PM Peak		17:00	15:00	15:00	15:00	13:00								15:00
Vol.		103	25	2	4	1								130

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133333 G Class
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SB

Start Time	Bikes	Cars & Trailers	2 Axle Long	Buses	2 Axle 6 Tire	3 Axle Single	4 Axle Single	<5 Axl Double	5 Axle Double	>6 Axl Double	<6 Axl Multi	6 Axle Multi	>6 Axl Multi	Total
05/09/1														
3	0	6	0	0	0	0	0	0	0	0	0	0	0	6
01:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
02:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00	0	0	1	0	0	0	0	0	0	0	0	0	0	1
05:00	0	7	3	0	0	0	0	0	0	0	0	0	0	10
06:00	0	55	7	0	2	0	0	1	0	0	0	0	0	65
07:00	0	263	18	1	2	1	0	1	0	0	1	0	0	287
08:00	0	377	28	0	4	1	0	0	0	0	1	0	0	411
09:00	0	139	23	0	1	1	0	1	0	0	0	0	0	165
10:00	0	82	5	1	0	0	0	0	0	0	0	0	0	88
11:00	0	62	7	0	1	2	0	0	0	0	0	0	0	72
12 PM	0	78	12	0	3	2	0	0	0	0	0	0	0	95
13:00	0	66	16	0	0	1	0	0	0	0	0	0	0	83
14:00	0	95	7	0	2	1	0	1	0	0	0	0	0	106
15:00	0	97	13	0	0	1	0	0	0	0	0	0	0	111
16:00	0	78	19	0	2	0	0	1	0	0	0	0	0	100
17:00	0	86	11	0	1	0	0	0	0	0	0	0	0	98
18:00	1	68	11	0	0	0	0	0	0	0	0	0	0	80
19:00	0	73	10	0	1	0	0	0	0	0	0	0	0	84
20:00	0	40	3	0	0	0	0	0	0	0	0	0	0	43
21:00	0	30	2	0	0	0	0	0	0	0	0	0	0	32
22:00	0	13	1	0	0	0	0	0	0	0	0	0	0	14
23:00	0	6	0	0	0	0	0	0	0	0	0	0	0	6
Total	1	1721	197	2	19	10	0	5	0	0	2	0	0	1957
Percent	0.1%	87.9%	10.1%	0.1%	1.0%	0.5%	0.0%	0.3%	0.0%	0.0%	0.1%	0.0%	0.0%	
AM Peak		08:00	08:00	07:00	08:00	11:00		06:00			07:00			08:00
Vol.		377	28	1	4	2		1			1			411
PM Peak	18:00	15:00	16:00		12:00	12:00		14:00						15:00
Vol.	1	97	19		3	2		1						111
Total		3536	429	5	52	12	0	6	0	0	2	0	0	4044

Jason Street
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133333 H Class
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Date Start: 08-May-13

SB

Start Time	Bikes	Cars & Trailers	2 Axle Long	Buses	2 Axle 6 Tire	3 Axle Single	4 Axle Single	<5 Axl Double	5 Axle Double	>6 Axl Double	<6 Axl Multi	6 Axle Multi	>6 Axl Multi	Total
05/08/1														
3	0	2	0	0	0	0	0	0	0	0	0	0	0	2
01:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
02:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00	0	1	0	0	0	0	0	0	0	0	0	0	0	1
05:00	0	3	2	0	0	0	0	0	0	0	0	0	0	5
06:00	0	46	4	0	2	0	0	0	0	0	0	0	0	52
07:00	0	185	24	1	6	0	0	0	0	0	0	0	0	216
08:00	0	266	28	0	5	0	0	1	0	0	0	0	0	300
09:00	0	82	21	0	2	1	0	0	0	0	0	0	0	106
10:00	0	57	8	0	0	0	0	0	0	0	0	0	0	65
11:00	0	43	11	0	2	0	0	1	0	0	0	0	0	57
12 PM	0	40	8	0	3	0	0	0	0	0	0	0	0	51
13:00	0	39	8	0	0	0	0	0	0	0	0	0	0	47
14:00	0	37	9	0	4	0	0	0	0	0	0	0	0	50
15:00	0	50	20	2	5	0	0	0	0	0	0	0	0	77
16:00	0	63	12	0	0	0	0	0	0	0	0	0	0	75
17:00	0	66	14	0	0	0	0	0	0	0	0	0	0	80
18:00	0	51	9	0	2	0	0	0	0	0	0	0	0	62
19:00	0	25	6	0	2	0	0	0	0	0	0	0	0	33
20:00	0	22	8	0	0	0	0	0	0	0	0	0	0	30
21:00	0	14	0	0	0	0	0	0	0	0	0	0	0	14
22:00	0	16	3	0	0	0	0	0	0	0	0	0	0	19
23:00	0	3	1	0	0	0	0	0	0	0	0	0	0	4
Total	0	1111	196	3	33	1	0	2	0	0	0	0	0	1346
Percent	0.0%	82.5%	14.6%	0.2%	2.5%	0.1%	0.0%	0.1%	0.0%	0.0%	0.0%	0.0%	0.0%	
AM Peak		08:00	08:00	07:00	07:00	09:00		08:00						08:00
Vol.		266	28	1	6	1		1						300
PM Peak		17:00	15:00	15:00	15:00									17:00
Vol.		66	20	2	5									80

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SB

Start Time	Bikes	Cars & Trailers	2 Axle Long	Buses	2 Axle 6 Tire	3 Axle Single	4 Axle Single	<5 Axl Double	5 Axle Double	>6 Axl Double	<6 Axl Multi	6 Axle Multi	>6 Axl Multi	Total
05/09/1														
3	0	2	0	0	0	0	0	0	0	0	0	0	0	2
01:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
02:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00	0	0	1	0	0	0	0	0	0	0	0	0	0	1
05:00	0	4	2	0	0	0	0	0	0	0	0	0	0	6
06:00	0	35	10	0	2	0	0	0	0	0	0	0	0	47
07:00	0	153	16	1	1	0	0	0	0	0	0	0	0	171
08:00	0	256	19	0	3	0	0	1	0	0	0	1	0	280
09:00	0	82	20	0	2	0	0	0	0	0	0	0	0	104
10:00	0	42	4	0	1	0	0	0	0	0	0	0	0	47
11:00	1	44	5	0	1	0	0	0	0	0	0	0	0	51
12 PM	0	59	10	0	2	0	0	0	0	0	0	0	0	71
13:00	0	44	8	0	0	0	0	1	0	0	0	0	0	53
14:00	0	51	5	0	5	0	0	0	0	0	0	0	0	61
15:00	0	45	17	0	0	0	0	0	0	0	0	0	0	62
16:00	0	34	13	0	3	0	0	0	0	0	0	0	0	50
17:00	0	36	7	0	1	0	0	0	0	0	0	0	0	44
18:00	0	42	6	0	0	0	0	0	0	0	0	0	0	48
19:00	0	41	8	0	1	0	0	0	0	0	0	0	0	50
20:00	0	18	7	0	0	0	0	0	0	0	0	0	0	25
21:00	0	19	0	0	0	0	0	0	0	0	0	0	0	19
22:00	0	10	1	0	0	0	0	0	0	0	0	0	0	11
23:00	0	4	0	0	0	0	0	0	0	0	0	0	0	4
Total	1	1021	159	1	22	0	0	2	0	0	0	1	0	1207
Percent	0.1%	84.6%	13.2%	0.1%	1.8%	0.0%	0.0%	0.2%	0.0%	0.0%	0.0%	0.1%	0.0%	
AM Peak	11:00	08:00	09:00	07:00	08:00			08:00				08:00		08:00
Vol.	1	256	20	1	3			1				1		280
PM Peak		12:00	15:00		14:00			13:00						12:00
Vol.		59	17		5			1						71
Total		2132	355	4	55	1	0	4	0	0	0	1	0	2553

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NB

Start Time	Bikes	Cars & Trailers	2 Axle Long	Buses	2 Axle 6 Tire	3 Axle Single	4 Axle Single	<5 Axl Double	5 Axle Double	>6 Axl Double	<6 Axl Multi	6 Axle Multi	>6 Axl Multi	Total
05/08/1														
3	0	0	0	0	0	0	0	0	0	0	0	0	0	0
01:00	0	1	0	0	0	0	0	0	0	0	0	0	0	1
02:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00	0	1	0	0	0	0	0	0	0	0	0	0	0	1
04:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
05:00	0	3	1	0	0	0	0	0	0	0	0	0	0	4
06:00	0	5	0	0	0	0	0	0	0	0	0	0	0	5
07:00	0	57	8	0	1	0	0	0	0	0	0	0	0	66
08:00	0	67	18	0	1	0	0	0	0	0	0	0	0	86
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10:00	0	26	4	0	1	0	0	0	0	0	0	0	0	31
11:00	0	39	7	0	0	0	0	0	0	0	0	0	0	46
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16:00	1	181	19	0	3	0	0	0	0	0	0	0	0	204
17:00	3	305	21	1	1	0	0	0	0	0	0	0	0	331
18:00	1	218	22	0	0	0	0	0	0	0	0	0	0	241
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21:00	0	13	0	0	0	0	0	0	0	0	0	0	0	13
22:00	0	3	1	0	0	0	0	0	0	0	0	0	0	4
23:00	1	1	0	0	1	0	0	0	0	0	0	0	0	3
Total	6	1136	138	1	11	0	0	0	0	0	0	0	0	1292
Percent	0.5%	87.9%	10.7%	0.1%	0.9%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
AM Peak		08:00	08:00		07:00									08:00
Vol.		67	18		1									86
PM Peak	17:00	17:00	18:00	17:00	16:00									17:00
Vol.	3	305	22	1	3									331

Jason Street
north of Spring Street
City, State: Arlington, MA
Client: Town of Arlington/ W. Chouinard

PRECISION DATA INDUSTRIES, LLC
P.O. Box 301 Berlin, MA 01503
Office: 508.481.3999 Fax: 508.545.1234
Email: datarequests@pdillc.com

133333 H Class
Site Code: 48118
Date Start: 08-May-13

NB

Start Time	Bikes	Cars & Trailers	2 Axle Long	Buses	2 Axle 6 Tire	3 Axle Single	4 Axle Single	<5 Axl Double	5 Axle Double	>6 Axl Double	<6 Axl Multi	6 Axle Multi	>6 Axl Multi	Total
05/09/13	0	1	0	0	0	0	0	0	0	0	0	0	0	1
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02:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0
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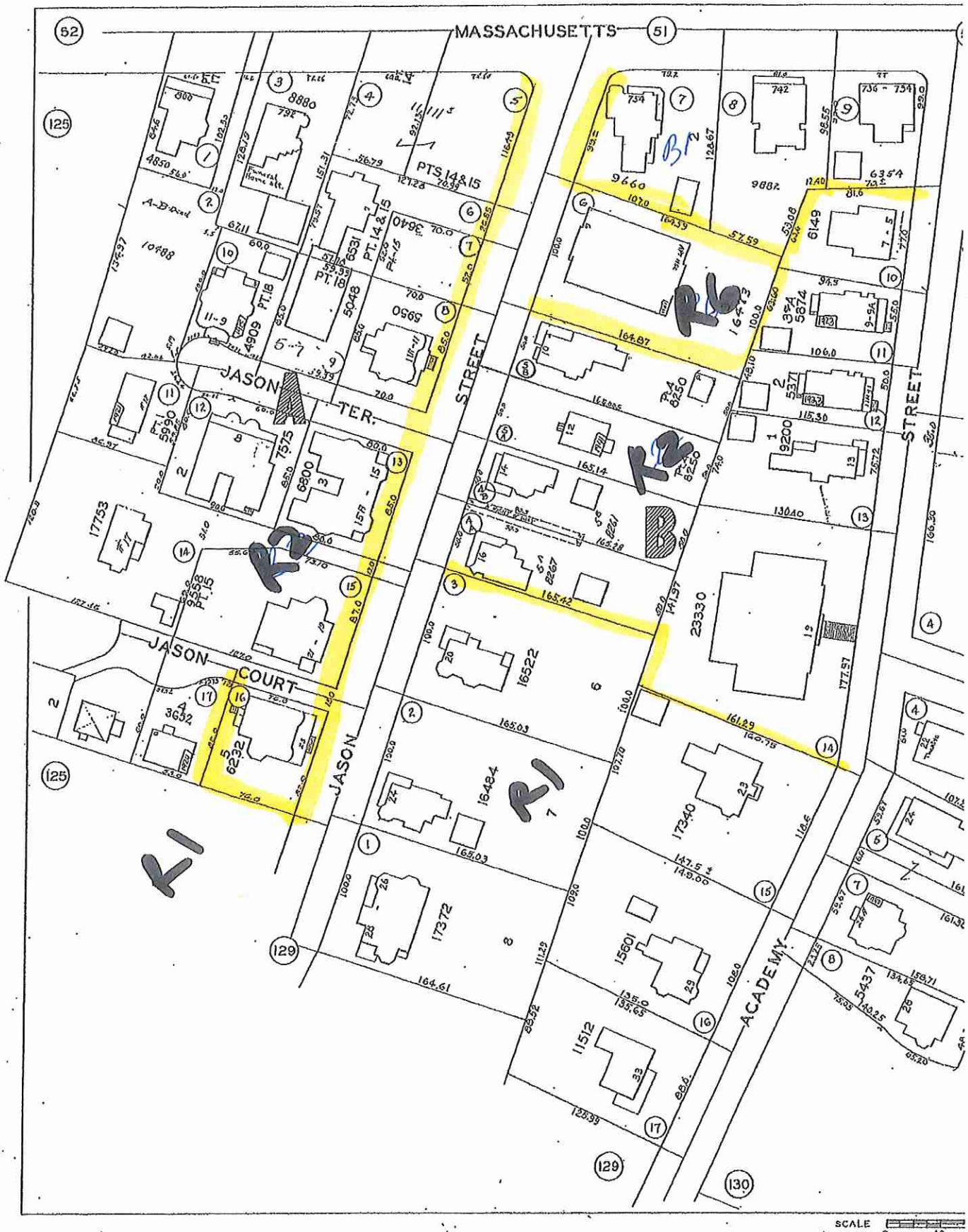
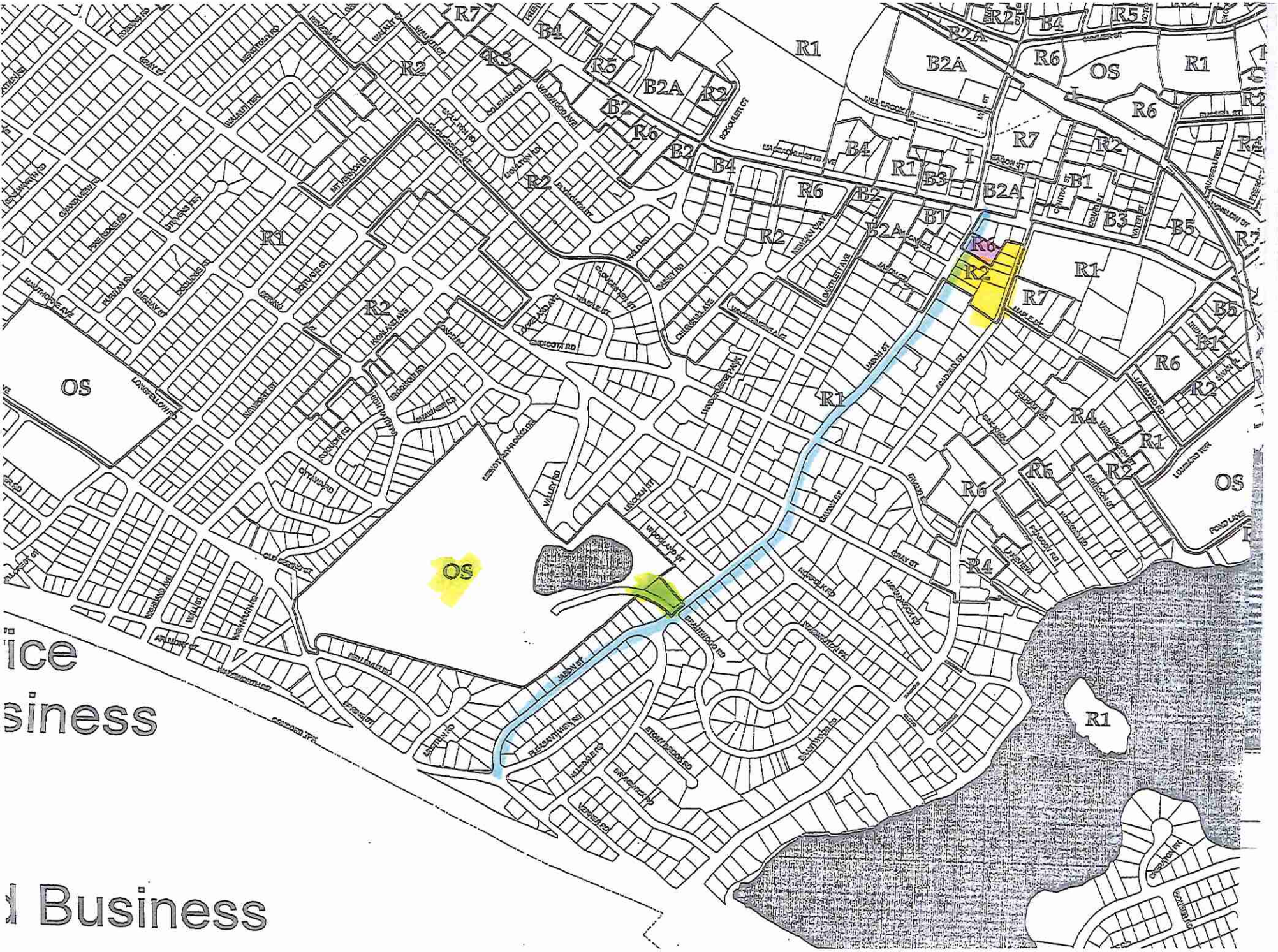
22:00	1	3	0	0	0	0	0	0	0	0	0	0	0	4
23:00	0	5	0	0	0	0	0	0	0	0	0	0	0	5
Total	5	1012	67	1	11	2	0	0	0	0	0	0	0	1098
Percent	0.5%	92.2%	6.1%	0.1%	1.0%	0.2%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
AM Peak		07:00	09:00		07:00	08:00								08:00
Vol.		35	5		1	1								41
PM Peak	17:00	17:00	16:00	17:00	17:00									17:00
Vol.	3	284	17	1	3									302
Total		2148	205	2	22	2	0	0	0	0	0	0	0	2390

Appendix B

Zoning Map


MASSACHUSETTS
JASON TER.
JASON COURT
JASON STREET
ACADEMY STREET
R1
R2
R3
R4
B1
B


R1
R2
R3
R4
R5
R6
R7
B1
B2
B2A
B3
B4
B5
OS
I
LAGRANGE ST
HILL BROOK
BARON ST
MAIN ST
LINCOLN ST
GRAY ST
GRANDVIEW RD
STONY BROOK RD
CHESTNUT RD
LONGFELLOW DR
VALLEY RD
LINDEN AVE
WALNUT ST
WASHINGTON ST
ice
siness
Business

Town of Arlington, Massachusetts

For Approval: CDBG Reallocation Request

Summary:
Adam W. Chapdelaine, Town Manager

ATTACHMENTS:

	Type	Description
	Reference Material	Memorandum to Board
	Reference Material	Memorandum to Board

Town of Arlington
Office of the Town Manager

Adam W. Chapdelaine
Town Manager

730 Massachusetts Avenue
Arlington MA 02476-4908
Phone (781) 316-3010
Fax (781) 316-3019
E-mail: achapdelaine@town.arlington.ma.us
Website: www.arlingtonma.gov

To: Members of the Board of Selectmen

From: Adam Chapdelaine, Town Manager

RE: Reallocation of CDBG Planning Funds

Date: November 19, 2015

We are requesting that the Board, via this agenda item, vote to reallocate CDBG Planning funding that had previously been allocated to a zoning recodification effort. The items as outlined in the attached memorandum from Laura Wiener have been prioritized by the Master Plan Implementation Committee and are driven by recommendations contained within the Master Plan.

If you have any questions or concerns in regard to this matter, please do not hesitate to ask.

TOWN OF ARLINGTON
MASSACHUSETTS 02476
781 - 316 - 3090

DEPARTMENT OF PLANNING and
COMMUNITY DEVELOPMENT

To: Steven Byrne and Dan Dunn, Selectmen's representatives to the CDBG Committee
From: Laura Wiener, Acting Director of Planning
Date: November 9, 2015
RE: CDBG funds for Planning and Zoning Study

As you may recall, this year's CDBG budget allocated $50,000 for "tasks and services to prepare and recommend a revised zoning bylaw to guide land use and redevelopment consistent with the Comprehensive Master Plan". I believe the intention last winter was to use these funds for rewriting the Zoning Bylaw (known as "recodification"). We are now thinking that a preferable approach is to make some substantive changes to the Zoning bylaw first, and then recodify next year. Recodification is a long and complicated process that will likely take a full year. Some of the changes we would like to make first are defining and allowing mixed use in commercial and industrial zones, changes in the residential zones that would limit the size of new houses and large additions, and allow decreased parking in commercial, mixed use, and multi-family residential projects with the use of transportation demand management practices, such as subsidizing mass transit, providing secure bike parking, and offering car and bike sharing.

The new Master Plan Implementation Committee has had its first meeting as well as subcommittee meetings to prioritize implementation steps. In support of the Implementation activities, we are preparing to contract for some of the CDBG funds, and I wanted to keep you apprised of our plans to use the funding.

1. Right Size Parking Study ($8,000). This is a market study of parking in multi-family housing in Arlington. We will contract with the Metropolitan Area Planning Council (MAPC) to study the actual utilization of parking in 6 existing multi-family developments in Arlington. The data from this study will help us determine if we can reduce the parking requirement in the zoning bylaw for multi-family residential, and mixed use development in commercial corridors and multi-family residential zones. The study will correlate use of parking with other factors such as distance from mass transit and cost of parking. Reduced parking requirements would provide an incentive to develop in the commercial corridors by allowing more development on a lot. This is in support of the Master Plan Implementation steps to:
    a. Amend the Zoning bylaw to provide redevelopment incentives…in business districts on Mass. Ave., Broadway and Medford Street.
    b. Amend the Zoning Bylaw to update parking requirements.
    c. Determine "right size" parking requirements based on actual parking need for different commercial centers.

2. Design Study for Mass. Ave. Corridor Phase 2, from Pond Lane to Mill Street ($25,000). The Department of Public Works received $25,000 to begin planning for the Arlington

Center portion of Mass. Ave. Additional funds from CDBG will be used to conduct outreach and get public input on priorities for the Center, particularly focused on Broadway Plaza design and sidewalk surfaces, as well as preliminary roadway design. This is in support of the Master Plan Vision and Implementation steps to:

a. Support a walkable public realm where residents meet their neighbors, thriving business districts, and cultural and recreational resources that provide shared experiences (A Vision for Arlington)
b. Adopt a plan for future sidewalk paving design treatments.
c. Prioritize improvements for new and existing sidewalks.

That will leave $17,000 in CDBG planning funds. Some may be used for help with zoning changes such as legal review. If the funds are not used they can be rolled over to next year, though not for planning or public services. They can be used for affordable housing or public facilities. Please let me know if you would like more information or to discuss this further.

Cc: Adam Chapdelaine, Town Manager
Anna Whitten, Grants Administrator

Town of Arlington, Massachusetts

For Approval: Request for Proposals - 1207 Mass. Ave.

Summary:
Adam W. Chapdelaine, Town Manager

ATTACHMENTS:

	Type	Description
	Reference Material	Memorandum to Board
	Reference Material	Draft Request for Proposals

Town of Arlington
Office of the Town Manager

Adam W. Chapdelaine
Town Manager

730 Massachusetts Avenue
Arlington MA 02476-4908
Phone (781) 316-3010
Fax (781) 316-3019
E-mail: achapdelaine@town.arlington.ma.us
Website: www.arlingtonma.gov

To: Members of the Board of Selectmen

From: Adam Chapdelaine, Town Manager

RE: Draft Request for Proposals – 1207 Massachusetts Avenue

Date: November 19, 2015

I am writing to you tonight to request your approval of the Draft Request for Proposals (RFP) attached to this agenda item regarding the Town owned property located at 1207 Massachusetts Avenue (formerly the DAV).

The attached draft aims at meeting the Board's goal of providing a short term lease opportunity for a cooperative/collaborative effort in tenanting the space. It also maintains the Board's goal of moving to consider sale of the building during FY2017 in order have funds available for Town capital investments.

If you have any questions in regard to this matter, please do not hesitate to ask.

LEGAL NOTICE

REQUEST FOR PROPOSALS

The Town of Arlington is seeking proposals for the following:

Lease of 1207 Massachusetts Avenue Building to Serve as an Arlington Innovation Incubator

RFP #15-___

The Town of Arlington requests proposals from qualified individuals and firms for the lease of 2,700 square feet, more or less, of space within a building, located at 1207 Massachusetts Avenue for a period of up to 12 months for the purpose of operating an Arlington Innovation Incubator where the premises may be used by individuals, non-profits, and small businesses in the interest of promoting economic development within the community.

Proposals are invited and will be received by the Purchasing Director, Town of Arlington, Massachusetts on or before **_____P. M., _____, December _____, 2015** at the Town Manager's/Purchasing Office, Town Hall Annex, 730 Massachusetts Avenue, Arlington MA 02476-4908.

Six (6) copies of the Technical Proposal shall be submitted in six (6) sealed envelopes marked RFP #15-____, TECHNICAL PROPOSAL TO LEASE 1207 MASSACHUSETTS AVENUE, ARLINGTON, MA. One (1) copy of the Price Proposal shall be submitted in a sealed envelope marked RFP #15-___, PRICE PROPOSAL TO LEASE 1207 MASSACHUSETTS AVENUE, ARLINGTON, MA.

Pre-bid site visit will be held on _____ December ____, 2015 at _____ AM,
1207 Massachusetts Avenue, Arlington, MA Main Entrance.

Proposals delivered after the appointed time and date will not be considered.

A copy of the RFP packet outlining the requirements for submission is now available at the Town Manager's/Purchasing Office, Second Floor, Town Hall Annex, 730 Massachusetts Avenue, Arlington, MA 02476, from 8 a.m. to 4 p.m. Mondays through Wednesdays, 8 a.m. to 7 p.m. Thursdays, and 8 a.m. to noon Fridays and the Town Website: www.arlingtonma.gov/purchasing. The RFP packet will provide further details on the terms of lease, goals and objectives, proposal submission requirements and evaluation criteria.

For information please contact Domenic Lanzillotti at 781-316-3003 or dlanzillotti@town.arlington.ma.us.

The Town of Arlington reserves the right to cancel any request for proposals, to reject in whole or in part, any and all proposals when it is deemed in the best interest of the Town of Arlington to do so.

TOWN OF ARLINGTON

Domenic Lanzillotti
Purchasing Officer
December ___, 2015

REQUEST FOR PROPOSALS PACKET

FOR THE LEASE OF

1207 MASSACHUSETTS AVENUE

AS AN ARLINGTON INNOVATION INCUBATOR

TOWN OF ARLINGTON, MASSACHUSETTS

December ___, 2015

REQUEST FOR PROPOSALS

**FOR LEASE OF 1207 MASSACHUSETTS AVENUE AS
AN ARLINGTON INNOVATION INCUBATOR
TOWN OF ARLINGTON, MASSACHUSETTS**

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Forms

Disclosure of Beneficial Interests Statement
Certificate of Non-collusion
Certificate of Tax Compliance
References
Rent Proposal
Zoning Compliance Statement
Proposed Changes to Model Lease

Attachments:

Model Lease
Floor and Site Plans
Proposal Cover Sheet

REQUEST FOR PROPOSALS

**FOR LEASE OF 1207 MASSACHUSETTS AVENUE AS
AN ARLINGTON INNOVATION INCUBATOR
TOWN OF ARLINGTON, MASSACHUSETTS**

I. Introduction

The Town of Arlington is making this public offering for a single lessee to rent the premises located at 1207 Massachusetts Avenue in Arlington, comprised of 2700 **square feet more or less** of space for the purpose of serving as, and managing an Arlington Innovation Incubator. The space will be offered for a 12 month period, more or less, commencing February 1, 2016.

Transportation access is by Dow Avenue from State Route 2 (1.5 miles from site); by Massachusetts Avenue, MBTA Alewife station (3 miles from site), and MBTA bus routes 77 and 79 (stops within 200 ft. of site). The neighborhood includes office, retail, residential, and restaurant uses within walking distance.

The streets bounding the property are developed primarily as residential, single-family and two-family homes and small retail storefronts and restaurants with larger commercial properties within walking distance. The neighborhood is adequately illuminated at night, with civic, social, shopping and dining activity during both the daytime and evening.

The building was constructed in 1920 with periodic modest renovations by previous tenants.

II. Background

Following public meetings to discuss the best potential uses of the premises, the Arlington Board of Selectmen and Town personnel received strong signals of community interest in promoting local economic, social, and cultural growth for local entrepreneurs, small business owners, and appropriate non-profits through development of communal workspace, particularly through the use of web-based technologies and within technology-oriented sectors. Such workspace should encourage innovation and organic collaboration while supporting local business culture and other social goals.

Accordingly the Town seeks to more fully explore the long-term potential of innovation incubators in Arlington through the lease of the demised premises to private individuals or firms who can manage such a workspace for their own benefit and the benefit of local innovators and community-oriented businesses and service providers.

By vote of the 2015 Town Meeting, the Board of Selectmen has been authorized to sell the premises, and as such, future purchase of the site is possible.

Goals

The Town has established the following goals for the leasing and management of the premises:

1. Lease the space for a flexible period of time through the exercise of mutual options, but for a minimum of 6 months, and a maximum of 1 year;

2. Execute the lease as soon as possible;

3. Execute a lease that includes the fewest changes to the Model Lease;

4. Ensure that the use of the property is consistent with the purpose of the building as a communal workspace and innovation incubator;

5. Ensure that the lessee has a detailed and sustainable business plan for assessing costs to incubator users and/or licensees, which does not sublease portions of the property but rather utilizes a business model which does not vest tenant rights in users;

5. Ensure that the use of the space preserves the integrity of the property, with minimal disruption to the residential and commercial properties in the neighborhood;

5. Lease the space “as is”; the Town is not a private commercial real estate entity and successful lessees are expected to do their due diligence in inspecting and accepting the conditions of the property. Any renovations or changes to the space or building must be approved by the Town of Arlington, and the tenant must pay the cost of such renovations or changes; and,

6. All uses of the space must comply with relevant laws, regulations, and permits granted by appropriate boards and commissions, and must be permitted by the Town as required.

7. The Fixed Rent, as defined in the Model Lease, must be no less than $6 per square foot of building space to be leased;

III. Required Submittals

To be responsive, each prospective proposer must submit four (4) copies of the proposal, and include all of the information listed below. Each of the four (4) copies of the proposal must be inserted into a single sealed envelope marked RFP #15-___, PROPOSAL TO LEASE 1207 MASSACHUSETTS AVENUE AS AN ARLINGTON INNOVATION INCUBATOR, ARLINGTON, MA; number each envelope #1, #2, #3, and #4.

All of the following information must be included in each copy of the proposal *in the following order (if any item is not applicable, include a statement that the item is not applicable)*:

1. The completed proposal cover page (see attachment).

2. A table of contents with page numbers.

3. The name and address of the proposed lessee, and brief description of the organization, including a copy of its articles of organization, corporate bylaws, and tax status; together with letters of interest, or other financial commitments, from financial organizations, if applicable.

4. If applicable, a certification executed by the secretary of the corporation indicating that the person signing the proposal has been authorized to do so by a vote of the board of directors. The proposal documents must be signed as follows: 1) if the proposer is an individual, by him or her personally; 2) if the proposer is a partnership, by the name of the partnership, followed by the signature of each general partner; and, 3) if the proposer is a corporation, by the authorized officer, whose signature must be attested by the clerk/secretary of the corporation, and the corporate seal affixed.

5. A fully executed copy of the Disclosure of Beneficial Interests Statement, a blank of which is attached (see MGL c. 7, s. 40J).

6. A fully executed copy of the Certificate of Non-collusion form, a blank of which is attached (see MGL c. 268A).

7. A fully executed copy of a Certificate of Tax Compliance form, a blank of which is attached (see MGL c. 62C, s. 49A).

8. The completed References form, a blank of which is attached.

9. The fully executed Rent Proposal form, a blank of which is attached.

10. A fully executed Zoning Compliance Statement, a blank of which is attached; together with a statement indicating that the use proposed by the prospective tenant will comply with all applicable laws, regulations, and permits.

11. A completed Proposed Changes to Model Lease form, a blank of which is attached.

12. An explanation of how the proposal complies with each of the Minimum Quality Criteria listed in **Section VI**, Minimum Quality Criteria, below.

13. An explanation of the level (highly advantageous, advantageous, etc.) at which the proposal complies with each of the Comparative Quality Evaluation Criteria listed in **Section VII**, Comparative Quality Evaluation Criteria, below, including a clear explanation of the tenant's objectives for the use of the property, including specific actions showing how the tenant proposes to integrate its use into the existing uses in the building, and into the character of the surrounding neighborhood, with minimal disruption.

14. A written description of how the tenant proposes to configure the space, together with a copy of the floor plan of the space, which is included in the RFP packet. Mark the plan to show precisely how the tenant proposes to configure the space.

15. A statement indicating the hours of operation, the number of employees on the site at any time, the number of parking spaces required by employees by the time of day, and the number of visitors or customers expected by the time of the day, and their parking requirements.

IV. General Procedures

A legal advertisement noticing the availability of this RFP has been placed in The Arlington Advocate on December ____, 2015, and December ____, 2015, and in the state Central Register on December ____, 2015. In addition, notice of the availability of this RFP has been conspicuously posted at the Arlington Town Hall since December___, 2015 .

Those wishing to submit a proposal must obtain a copy of the RFP packet. The RFP packet is now available at the Town Manager/Purchasing Department, Second Floor, Town Hall Annex, 730 Massachusetts Avenue, Arlington, Massachusetts 02476, between the hours of 8:00 a.m. and 4:00 p.m., Mondays through Wednesdays; 8:00 a.m. and 7:00 p.m. on Thursdays; and 8:00 a.m. and noon on Fridays. Proposers may also request that a copy of the RFP packet be mailed or emailed.

The Town of Arlington Town Manager's Office will conduct a tour of the property commencing at _____ p.m. on _____, 2015; the tour will commence at the entrance of the premises at 1207 Massachusetts Avenue (note that parking is limited). All those submitting proposals are encouraged to attend the tour. Contact Domenic

Lanzillotti at 781-316-3003 or dlanzillotti@town.arlington.ma.us for information on the tour.

Proposals are invited and must be received on or before 2 p.m., _____ 2015 at the Town Manager/Purchasing Department, First Floor, Town Hall Annex, 730 Massachusetts Avenue, Arlington, MA 02476. Proposals received later than this time and date will be returned unopened as non-responsive. All times will be ascertained by reference to the date and time clock utilized by the Town Manager/Purchasing Office.

If, at the time of the scheduled opening of the proposals, Town Hall is closed due to uncontrolled events such as fire, snow, ice, wind, or building evacuation, the opening of the proposals will be postponed until 11 a.m. on the next normal business day. Proposals will continue to be accepted until that time.

A proposer may correct, modify, or withdraw a proposal by written notice received by the Town prior to the time and date set for the opening of the proposals. Each modification to proposals must be submitted in a sealed envelope clearly labeled "Modification #15-____." Each modification must be numbered in sequence, and must reference the original RFP.

After the opening of the proposals, a proposer may not change any provision of the proposal in a manner prejudicial to the interests of the Town or fair competition. Minor informalities will be waived, or the proposer will be allowed to correct them. Minor informalities are minor deviations, insignificant mistakes, and matters of form rather than substance, of the proposal, that can be waived or corrected without prejudice to other offerors, potential offerors, or the Town of Arlington. If a mistake and the intended proposal are clearly evident on the face of the proposal document, the mistake will be corrected to reflect the intended correct proposal, and the proposer will be notified in writing; the proposer may not withdraw the proposal. A proposer may withdraw a proposal if a mistake is clearly evident on the face of the proposal document, but the intended correct proposal is not similarly evident.

The lease must be executed within one hundred twenty (120) days after the opening of the proposals. The time for execution of the lease may be extended by mutual agreement of the parties for up to forty-five (45) additional days.

All rents submitted in response to this RFP must remain firm until the execution of the lease.

The Town may cancel this RFP, or reject in whole or in part any and all proposals, if the Town determines that cancellation or rejection serves the best interests of the Town.

The Town also reserves the right to select the winning proposal based on the evaluation of the proposer's overall submittal, and the extent to which the proposal meets the evaluation criteria in this RFP. Thus, the Town may exercise its right to select a proposal that may not have offered the highest rent.

If any changes are made to this RFP, an addendum will be issued. Addenda will be mailed, faxed, or emailed to all proposers on record as having picked up the RFP.

Questions concerning this RFP must be submitted in writing to: Domenic Lanzillotti, Purchasing Officer, Office of the Town Manager, Town Hall Annex, 730 Massachusetts Avenue, Arlington, MA 02476. Questions may be delivered or mailed to this address; or faxed to 781-316-3112 (clearly addressed to: Domenic Lanzillotti); or emailed to dlanzillotti@town.arlington.ma.us. All questions must be received by 4 p.m. on December _, 2015. Written responses will be mailed, faxed, or emailed after this deadline to all proposers on record as having picked up the RFP.

V. Evaluation Procedures

The Purchasing Officer will screen the proposals for completeness. Proposals deemed to be incomplete will be rejected. The Town Manager's Office will then review each completed proposal to ensure that it meets all of the minimum quality criteria listed in **Section VI**, Minimum Quality Criteria, below. Those proposals that meet all of the minimum quality criteria, and that are determined to be responsive, will be further reviewed using the Comparative Quality Evaluation Criteria listed in **Section VII**, Comparative Quality Evaluation Criteria, below.

The Town Manager and designated representative of the Board of Selectmen will rate each of the first five (5) mandatory Comparative Quality Evaluation Criteria listed below using the listed ratings. Once evaluated and rated with respect to the first five (5) mandatory Comparative Quality Evaluation Criteria, the Town Manager and Board Representative will then decide whether to conduct interviews of proposers. In either case listed immediately below, the Town Manager and Board Representative shall jointly evaluate and assign an overall rating to each proposal. The Town Manager shall either:

> Recommend to the Board of Selectmen which proposer to negotiate the lease with, based on the most advantageous overall ratings of the five (5) mandatory Comparative Quality Criteria, and the Rent Evaluation Criterion; or,
>
> Conduct the Optional Interview/Presentation jointly with a designee of the Board of Selectmen with the top-ranked proposers; and then recommend to the full Board of Selectmen which proposer to negotiate the lease with, based on the overall most advantageous ratings of all six (6) of the Comparative Quality Criteria, and on the Rent Evaluation Criterion.

Proposers are reminded that rent alone is not the final determining factor leading to the execution of the lease.

VI. Minimum Quality Criteria

Following are the Minimum Quality Criteria that proposers must meet. Failure to meet these Minimum Quality Criteria will result in the immediate rejection of the proposal. Proposers must clearly indicate, and explain in detail, compliance with these Minimum Quality Criteria in a *separate chapter of the proposal* (see **Section III**, Required Submittals, Item 12, above).

1. Proposers must meet all of the goals listed in **Section II**, Goals, above. In addition, proposers must comply with the requirements specified in **Section III**, Required Submittals, and **Section IV**, General Procedures, above;

2. Proposers must lease the space "as is"; any renovations or changes to the space or building must be approved by the Town of Arlington, and the proposer must pay the cost of such renovations or changes;

3. Proposed uses of the space must comply with relevant laws, regulations, and permits granted by appropriate boards and commissions, and must be permitable by the Town as required;

4. The proposed Fixed Rent, as defined in the Model Lease, must be no less than $6 per square foot of building space to be leased.

VII. Comparative Quality Evaluation Criteria

Each of the Comparative Quality Evaluation Criteria below may contain ratings of highly advantageous, advantageous, not advantageous, and unacceptable. Proposers must clearly indicate, and explain in detail, the level of compliance with these Comparative Quality Evaluation Criteria in a *separate chapter of the proposal* (see **Section III**, Required Submittals, Item 13, above).

1. PROPOSED NUMBER OF TENANTS

Highly Advantageous – One (1) principal tenant is proposed for the entire space.
Not Advantageous – Two (2) or more principal tenants are proposed for the entire space.

2. PROPOSED TERM OF LEASE

Highly Advantageous – A 12 month/year lease term is proposed.
Advantageous – Less than a 8 month/year lease term is proposed.

3. PROPOSED LEASE COMMENCEMENT DATE

Highly Advantageous – A lease commencement date of January 1, 2016.
Not Advantageous – A lease commencement date after January 1, 2016.

4. PROPOSED MODEL LEASE CHANGES

Highly Advantageous – No or very few substantive changes are proposed for the Model Lease.
Advantageous – Many substantive changes are proposed for the Model Lease.
Not Advantageous – An altogether different lease is proposed.

5. PROPOSED COMMUNITY BENEFITS

A. Innovation and Local Economic Growth Through Communal Workspace

Highly Advantageous – Proposed use provides communal workspace for a wide range of local entrepreneurs, small business owners, and appropriate non-profits to promote local innovation, collaboration, and economic growth.

Advantageous – Proposed use provides communal workspace for pre-identified local businesses and/or entrepreneurs to promote local innovation, collaboration and economic growth.

Not Advantageous – Proposed use will not provide communal workspace for local business or promote local innovation and economic growth.

B. How will the proposed user attract and retain appropriate local entrepreneurs, small business, and appropriate non-profits to foster innovation?

Highly Advantageous – Proposed use details a specific plan to promote and utilize communal workspace to attract and retain appropriate local entrepreneurs, small business, and appropriate non-profits to foster innovation.

Advantageous – Proposed use provides some detail on how to promote and utilize communal workspace to attract and retain local entrepreneurs, small businesses, and appropriate non-profits to foster innovation or provides a specific plan that does not focus on fostering innovation.

Not Advantageous – Proposed use does not provide any detail on plans to promote and utilize communal workspace to attract and retain local entrepreneurs, small business, and appropriate non-profits to foster innovation.

C. How will proposed use model fees and charges assed to users of communal workspace?

Highly Advantageous – A detailed business model for assessing fees and charges to users of communal workspace without sub-leases or other arrangements conferring tenant rights upon third parties.

Advantageous – A general business model for assessing fees and charges to users of communal workspace without sub-leases or other arrangements conferring tenant rights upon third parties.

Not Advantageous – No business model details for assessing fees and charges to users of communal workspace, or a model which plans to sub-lease portions of the property to third parties.
.

D. How will the proposed use benefit the neighborhood and residents in the immediate vicinity?

Highly Advantageous – Proposed use benefits the surrounding neighborhood and Arlington at-large by providing feasible, flexible, communal workspace, encouraging organic collaboration within the premises, but also benefitting neighboring businesses, including shops and restaurants.

Advantageous – Proposed use benefits some types of neighbors, but not all.

Not Advantageous – Proposed use does not benefit the surrounding neighborhood.

E. Has the proposer demonstrated sufficient financial resources to maintain rental and operating expenses?

Highly Advantageous – Proponent has demonstrated sufficient financial resources to maintain rental and operating expenses.

Not Advantageous – Proponent has not demonstrated sufficient financial resources to maintain rental and operating expenses.

6. LEVEL OF DISRUPTION CAUSED BY PROPOSED USE

Highly Advantageous – Proposed use does not potentially cause substantial disruption to existing uses or the neighborhood.

Not Advantageous – Proposed use does potentially cause substantial disruption to existing uses or the neighborhood.

7. OPTIONAL INTERVIEW/PRESENTATION

Highly Advantageous – Well-designed, concise, original presentation, with specific focus on, and clarification of, the written proposal, made by prospective tenant; concise, "on-point" answers to questions

Advantageous – Average presentation, with general focus on, and clarification of, the written proposal, or average answers to questions, made by prospective tenants.

Not Advantageous – Poor presentation, with very little focus on, and clarification of, the written proposal, or poor answers to questions, made by prospective tenants.

VIII. Rent Evaluation Criterion

Rent will be evaluated based on the highest proposed rent.

IX. Rule for Award of Lease

The proposal selected for award of the lease will be the most advantageous proposal from a proposer who is both responsive and responsible, taking into consideration rent and all other evaluation criteria set forth in this RFP. A *responsive* proposer is one who meets all of the basic requirements as outlined in this RFP, and whose proposal contains the required information and properly executed forms; a *responsible* proposer is one who possesses the capability, integrity, and reliability to enter into a lease with the Town of Arlington.

X. Lease Terms

The selected proposer shall execute a lease that is substantially based on the attached Model Lease.

DISCLOSURE OF BENEFICIAL INTERESTS STATEMENT

PARTY TO REAL PROPERTY TRANSACTION WITH A PUBLIC AGENCY
M.G.L. c. 7(C), s. 38 (FORMERLY M.G.L. c. 7, s.40J)

FOR LEASE OF 1207 MASSACHUSETTS AVENUE
TOWN OF ARLINGTON, MASSACHUSETTS

The undersigned party to a real property transaction with a public agency hereby discloses and certifies, under pains of perjury, the following information as required by law:

REAL PROPERTY	2700 square feet, more or less, of space 1207 Massachusetts Avenue Arlington, MA 02476	
TERM OF LEASE	12 months/years, more or less, plus two (2) mutual options for up to 6 additional months	
DISCLOSING PARTY	Arlington Redevelopment Board Town of Arlington Town Hall Annex 730 Massachusetts Avenue Arlington, MA 02476	Disclosing Party is a Public Entity

ROLE OF PARTY (check appropriate)
_____Lessor/Landlord _____Lessee/Tenant
_____Seller/Grantor _____Buyer/Grantee
_____Other (Please describe):

Names and addresses of all persons and individuals who have or will have a direct or indirect beneficial interest in the real property excluding only 1) a stockholder of a corporation the stock of which is listed for sale to the general public with the securities and exchange commission, if such stockholder holds less than ten per cent of the outstanding stock entitled to vote at the annual meeting of such corporation or 2) an owner of a time share that has an interest in a leasehold condominium meeting all of the conditions specified in M.G.L. c. 7(C), s. 38, are hereby disclosed as follows (attach additional pages if necessary):

Print Name	Address
_____	_____
_____	_____
_____	_____

_____	_____
_____	_____
_____	_____

None of the aforementioned persons is an official elected to public office in the Town of Arlington, or an employee of the Town of Arlington, or is an employee of the Division of Capital Asset Management and Maintenance, except as follows (insert "none" if none):

Print Name	Address
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

The individual signing this statement on behalf of the above-named party acknowledges that he/she has read the following provisions of Chapter 7(C), Section 38 (formerly Chapter 7, Section 40J) of the General Laws of Massachusetts:

> *No agreement to rent or to sell real property to or to rent or purchase real property from a public agency, and no renewal or extension of such agreement, shall be valid and no payment shall be made to the lessor or seller of such property unless a statement, signed, under the penalties of perjury, has been filed by the lessor, lessee, seller or purchaser, and in the case of a corporation by a duly authorized officer thereof giving the true names and addresses of all persons who have or will have a direct or indirect beneficial interest in said property with the commissioner of capital asset management and maintenance. The provisions of this section shall not apply to any stockholder of a corporation the stock of which is listed for sale to the general public with the securities and exchange commission, if such stockholder holds less than ten per cent of the outstanding stock entitled to vote at the annual meeting of such corporation. In the case of an agreement to rent property from a public agency where the lessee's interest is held by the organization of unit owners of a leasehold condominium created under chapter one hundred and eighty-three A, and time-shares are created in the leasehold condominium under chapter one hundred and eighty-three B, the provisions of this section shall not apply to an owner of a time-share in the leasehold condominium who (i) acquires the time-share on or after a bona fide arms length transfer of such time-share made after the rental*

agreement with the public agency is executed and (ii) who holds less than three percent of the votes entitled to vote at the annual meeting of such organization of unit owners. A disclosure statement shall also be made in writing, under penalty of perjury, during the term of a rental agreement in case of any change of interest in such property, as provided for above, within thirty days of such change.

Any official elected to public office in the commonwealth, or any employee of the division of capital asset management and maintenance disclosing beneficial interest in real property pursuant to this section, shall identify his position as part of the disclosure statement. The commissioner shall notify the state ethics commission of such names, and shall make copies of any and all disclosure statements received available to the state ethics commission upon request.

The commissioner shall keep a copy of each disclosure statement received available for public inspection during regular business hours.

This statement is hereby signed under penalties of perjury.

_____
Signature

_____
Print Name

_____
Title

_____
Date Signed

CERTIFICATE OF NON-COLLUSION

FOR LEASE OF 1207 MASSACHUSETTS AVENUE
TOWN OF ARLINGTON, MASSACHUSETTS

Pursuant to Massachusetts General Laws, Chapter 268A, I certify under penalties of perjury that this bid or proposal has been made and submitted in good faith, and without collusion or fraud with any other person. As used in this certification the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.

_____
Signature of Individual Submitting Proposal

_____
Print Name of Individual Submitting Proposal

_____
Print Name of Business

_____
Date Signed

BY STATE LAW THIS NON-COLLUSION FORM MUST BE SIGNED AND SUBMITTED WITH THE BID OR PROPOSAL

CERTIFICATE OF TAX COMPLIANCE

FOR LEASE OF 1207 MASSACHUSETTS AVENUE
TOWN OF ARLINGTON, MASSACHUSETTS

Pursuant to Massachusetts General Laws, Chapter 62C, Section 49A, I certify under the penalties of perjury that I have complied with all laws of the Commonwealth of Massachusetts relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

_____
Social Security Number or
Federal Identification Number

_____
Signature of Individual or Responsible
Corporate Officer

_____
Print Name of Individual or Responsible
Corporate Officer

_____
Date Signed

BY STATE LAW THIS CERTIFICATE OF TAX COMPLIANCE FORM MUST BE SIGNED AND SUBMITTED WITH THE BID OR PROPOSAL

REFERENCES

FOR LEASE OF 1207 MASSACHUSETTS AVENUE
TOWN OF ARLINGTON, MASSACHUSETTS

Proposer:_____

Proposer must provide complete contact information for at least three (3) recent references, including current landlord, if applicable.

Reference:_____
Address:_____
Contact:_____
Phone:_____

Description of relationship, including description of premises rented, if applicable:
_____
_____
_____
_____
_____
_____
_____
_____
Dates of relationship:_____

Reference:_____
Address:_____
Contact:_____
Phone:_____

Description of relationship, including description of premises rented, if applicable:
_____
_____
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_____
_____
_____
Dates of relationship:_____

Reference:_____
Address:_____
Contact:_____
Phone:_____

Description of relationship, including description of premises rented, if applicable:
_____
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_____
_____
_____
Dates of relationship:_____

Reference:_____
Address:_____
Contact:_____
Phone:_____

Description of relationship, including description of premises rented, if applicable:
_____
_____
_____
_____
_____
_____
_____
_____
Dates of relationship:_____

Duplicate and attach additional sheets as necessary

RENT PROPOSAL

REQUEST FOR PROPOSALS (RFP)
FOR LEASE OF 1207 MASSACHUSETTS AVENUE AS AN
ARLINGTON INNOVATION INCUBATOR
TOWN OF ARLINGTON, MASSACHUSETTS

LESSOR: Board of Selectmen, Town of Arlington
Town Hall Annex
730 Massachusetts Avenue
Arlington, MA 02476

LESSEE: _____

_____

_____

_____

PREMISES: 1207 Massachusetts Avenue
Arlington, MA 02474

PROPOSED ANNUAL RENT (IN WORDS)_____

PROPOSED RENT (IN NUMBERS) First Year Annual Rent: $_____ /sq ft to be leased (not less than $_____/sq ft) x 2700 sf = $_____ Annual Rent

CAPITAL CONTRIBUTION _____ per square foot

PROP. TERM + OPTION _____mos./yrs.+_____mos./yrs.

PROPOSED COMMENCEMENT DATE _____

PROPOSED TERMINATION DATE June 30, _____

RENT ADJUSTOR Fixed rent is to be adjusted annually in accordance with the procedures set forth in Section 7, Annual Fixed Rent, of the Model Lease.

OPERATING EXPENSES Responsibility of tenant in accordance with Section 9, Operating Expenses, of the Model Lease

_____
Signature Title

_____
Print Name Date Signed

ZONING COMPLIANCE STATEMENT

FOR LEASE OF 1207 MASSACHUSETTS AVENUE AS AN ARLINGTON INNOVATION INCUBATOR TOWN OF ARLINGTON, MASSACHUSETTS

We have examined the Arlington Zoning Bylaw, and the Table of Use Regulations, Article 5 therein, under the R7 Apartment – High Density Zoning District. In our opinion, we qualify as Use # _____.

Describe below the aspects of the use that qualify it as Use #_____ (add sheet, if necessary).

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

Signature Title

Print Name Date Signed

PROPOSED CHANGES TO MODEL LEASE

FOR LEASE OF 1207 MASSACHUSETTS AVENUE AS AN ARLINGTON INNOVATION INCUBATOR TOWN OF ARLINGTON, MASSACHUSETTS

The attached model lease is included to provide prospective tenants with the lease that represents substantially the lease that the Town intends to execute. Indicate below only the provisions that you would like to *substantially* change or eliminate, and provide only the *substantial* changes that you propose; include also any additional *substantial* requirements or provisions (add sheets if necessary). Proposed *substantial* changes:

Proposed additional requirements or provisions:

REQUEST FOR PROPOSALS

FOR LEASE OF 1207 MASSACHUSETTS AVENUE AS AN ARLINGTON INNOVATION INCUBATOR TOWN OF ARLINGTON, MASSACHUSETTS

MODEL LEASE
(ATTACHED)

REQUEST FOR PROPOSALS

FOR LEASE OF 1207 MASSACHUSETTS AVENUE AS AN ARLINGTON INNOVATION INCUBATOR TOWN OF ARLINGTON, MASSACHUSETTS

FLOOR AND SITE PLANS FOR PROPERTY (ATTACHED)

PROPOSAL FOR LEASE OF

1207 MASSACHUSETTS AVENUE AS AN

ARLINGTON INNOVATION INCUBATOR

TOWN OF ARLINGTON, MASSACHUSETTS

Submitted by:

_____
_____
_____
_____
_____
(Name, Address, Telephone Number of Firm)

Date Submitted:_____

Town of Arlington, Massachusetts

Vote: Special Town Meeting, January 25, 2016

Summary:
Adam W. Chapdelaine, Town Manager

Town of Arlington, Massachusetts

For Approval: Opening of Special Town Meeting Warrant

ATTACHMENTS:

	Type	Description
	Reference Material	STM Timeline, Opening of Warrant

STM - 1/25/16
Meeting/Vote: 11/23/15
Constable Posting: 11/24/15
Warrant Open: 12/2/15
Warrant Close: 12/2/15
Submittal to Advocate: 12/16 or 12/23
Advocate/Mailing: 12/30/15
Hearings: TBD between 12/7/15 - 1/11/16
TM Member Mailing/Sel. Report: 1/14/16

OFFICE OF THE BOARD OF SELECTMEN

KEVIN F. GREELEY, CHAIR
DIANE M. MAHON, VICE CHAIR
DANIEL J. DUNN
STEVEN M. BYRNE
JOSEPH A. CURRO, JR.

730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

OPENING OF WARRANT FOR
SPECIAL TOWN MEETING

January 25, 2016

At their meeting of Monday, November 23, 2015 the Selectmen voted to open the Warrant for a Special Town Meeting. The Special Town Meeting will take place on Monday, January 25, 2016 at 8:00 p.m. in the Arlington Town Hall. The Warrant will open Wednesday, December 2, 2015 at 8:00 a.m. and will remain open until 4:00 p.m.

_____ **SELECTMEN**

_____ **OF THE**

_____ **TOWN**

_____ **OF**

_____ **ARLINGTON**

A true copy.
Attest:

_____
Richard T. Boyle
Constable, Town of Arlington

Date: _____

Town of Arlington, Massachusetts

Request Traffic Calming Along Gray Street

Summary:
Greg Thompson, 249 Gray Street

ATTACHMENTS:

	Type	Description
🗋	Reference Material	Resident Request, Meeting Notice

Comm. Rec. 11/23/15

From: "Greg Thompson" <pacyna@rcn.com>
To: <mkrepelka@town.arlington.ma.us>
Date: 11/05/2015 07:05 PM
Subject: Formal Request to the Board of Selectmen

Dear Selectmen,

Please accept this as my formal request for traffic calming along Gray Street pursuant to the Town of Arlington Traffic Advisory Traffic Calming Guidelines approved by the TAC December 8, 2010.

As I understand it, Arlington is considering adopting the Complete Streets program sponsored by MassDOT, currently in development. As I understand it, this program would provide funding for complete streets interventions, including traffic calming.

In order to save money or avoid wasting money, as an immediate first step, I would ask that no "improvements" be made to Gray Street until the Complete Streets program is adopted by Arlington and a comprehensive Complete Streets Plan is developed for Gray Street, perhaps in the context of a Complete Streets master plan for the Town. The exception being safety related spot repairs or pavement patching related to utility work.

Gray Street is remarkable.

A 1 ½ miles straight shot with, by my count, only two stops (Highland and Jason).

Gray Street has virtually no traffic calming characteristic, On the contrary:

- Lane widths are generous and conducive to higher speeds than posted or appropriate for this residential neighborhood.
- Double yellow line, suggesting Gray Street is built for speed.
- Virtually only car traffic, unlike mixed-mode streets that tends to slow traffic.
- Virtually no on-street parking than can serve to slow traffic.

- Anecdotally, calming elements and characteristics along the same parallel length of Mass Ave are pushing traffic volume to the largely unimpeded clean-shot along Gray Street. At a minimum, this traffic should be slowed down and, hopefully, some diverted back to Mass Ave or Route 2 where it would be more appropriate.

My immediate request is that spending on "improvements" to Gray Street be postponed until a plan for effective traffic calming measures can be incorporated.

Thank you,

Greg Thompson

249 Gray Street

Arlington, MA 02476

OFFICE OF THE BOARD OF SELECTMEN

KEVIN F. GREELEY, CHAIR
DIANE M. MAHON, VICE CHAIR
DANIEL J. DUNN
STEVEN M. BYRNE
JOSEPH A. CURRO, JR.

730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

November 9, 2015

Greg Thompson
249 Gray Street
Arlington, MA 02476

Dear Mr. Thompson:

We are in receipt of your correspondence of November 5th in which you request traffic calming along Gray Street.

Thank you for writing to the Board of Selectmen. Your correspondence will appear on the November 23rd Selectmen's Agenda under "Correspondence Received". Although it is not necessary for you to attend the meeting, you may do so if you are so inclined.

If you have any questions, please do not hesitate to contact this office.

Very truly yours,
BOARD OF SELECTMEN

Marie A. Krepelka, fr

Marie A. Krepelka
Board Administrator

MAK:fr

Town of Arlington, Massachusetts

Request Crosswalk on Mass. Ave. Near Palmer St.

Summary:
Barbara Wexler, 12 Pond Lane #41

ATTACHMENTS:

	Type	Description
🗋	Reference Material	Resident Request, Meeting Notice

From: Barbara Wexler <barbara.wexler@verizon.net>
To: mkrepelka@town.arlington.ma.us
Date: 11/06/2015 10:50 AM
Subject: Crosswalk for Mass. Ave. near Palmer Street

I believe adding a crosswalk on Mass. Ave. near Palmer St. Is needed to ensure the safety of pedestrians crossing Mass. Ave. A large number of people cross Mass. Ave. at that intersection because of the Dunkin Donuts, which has limited parking. This is particularly a problem in the morning when people are buying coffee. In addition, people exiting the bus at that corner commonly cross Mass. Ave. I would appreciate your asking the Transportation Advisory Committee to review this matter and your taking taking necessary measures to make Mass. Ave. safer. Thank you for your consideration.

Barbara Wexler
12 Pond Lane #41
Arlington, MA 02474

OFFICE OF THE BOARD OF SELECTMEN

KEVIN F. GREELEY, CHAIR
DIANE M. MAHON, VICE CHAIR
DANIEL J. DUNN
STEVEN M. BYRNE
JOSEPH A. CURRO, JR.

730 MASSACHUSETTS AVENUE
TELEPHONE
781-316-3020
781-316-3029 FAX

TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

November 10, 2015

Barbara Wexler
12 Pond Lane #41
Arlington, MA 02474

Dear Ms. Wexler:

We are in receipt of your correspondence of November 6th in which you request a crosswalk on Massachusetts Avenue at Palmer Street.

Thank you for writing to the Board of Selectmen. Your correspondence will appear on the November 23rd Selectmen's Agenda under "Correspondence Received". Although it is not necessary for you to attend the meeting, you may do so if you are so inclined.

If you have any questions, please do not hesitate to contact this office.

Very truly yours,
BOARD OF SELECTMEN

Marie A. Krepelka

Marie A. Krepelka
Board Administrator

MAK:fr

Town of Arlington, Massachusetts

Request 'No Right on Red' Sign @ Intersection of Forest Street and Summer Street

Summary:
Maria S. Tsihlis, 2 Glenbrook Lane

ATTACHMENTS:

	Type	Description
🗋	Reference Material	Resident Request

From: Maria Tsihlis <mariatsih@gmail.com>
To: mkrepelka@town.arlington.ma.us
Date: 11/13/2015 11:11 AM
Subject: Request for Consideration

Good Morning Arlington Board of Selectmen Administrator, Mari Krepelka!

I am contacting you, requesting for consideration by the Arlington Board of Selectmen, a **No Right On Red** sign at the intersection of Forest and Summer Streets in Arlington.

My husband states he has had several near mishaps at that location. Heading towards Arlington Center on Summer Street, he's noted motorists who fail to come to a complete stop when light is red. And, while a pedestrian crossing in the crosswalk on Summer Street, I've experienced motorists failing to stop while pedestrian "Walk" sign is on.

Lastly, I'm bringing this matter to you and the Board of Selectmen because this area includes the location of a ball field and the Ed Burns Arena Ice Skating Rink.

Ms. Krepelka, any consideration you and the Board of Selectmen might give to this matter would be greatly appreciated.

Sincerely yours,

Maria S. Tsihlis
2 Glenbrook Lane, Unit 5
Arlington, MA 02474
Telephone 781-646-8649

Town of Arlington, Massachusetts

NEW BUSINESS

Town of Arlington, Massachusetts

EXECUTIVE SESSION

Town of Arlington, Massachusetts

Next Scheduled Meeting of BoS December 7, 2015